



305 6th Avenue SE | Aberdeen, SD 57401
605-225-2232
www.bantzlaw.com

Applicant Name: _____

Address: _____
Street City State ZIP

Telephone: _____ Email: _____

Employment Position

Position(s) applying for: _____

On what date can you start working if you are hired? _____

Hourly rate/salary desired: _____

Are you currently employed? Yes _____ No _____

If so, may we inquire of your present employer? Yes _____ No _____

How did you hear about this position? _____

Do you know anyone who works for our Firm? Yes _____ No _____ If yes, who? _____

Personal Information

Are you a U.S. citizen or approved to work in the United States? Yes _____ No _____

Are you at least 18 years or older? Yes _____ No _____

Have you ever been terminated from employment or asked to resign by an employer? Yes _____ No _____
If yes, please provide company names and details: _____

Can you work overtime, including weekends? Yes _____ No _____

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? Yes _____ No _____

Job Skills/Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying:

Education and Training

High School

Name	Location (City/State)	Year Graduated
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College/University

Name	Location (City/State)	Year Graduated	Degree Earned
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Vocational School/Specialized Training

Name	Location (City/State)	Year Graduated	Degree Earned
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Previous Employment

Employer Name: _____

Job Title: _____ Dates Employed: _____

Employer Address: _____

Primary job responsibilities: _____

Reason for leaving: _____

Employer Name: _____

Job Title: _____ Dates Employed: _____

Employer Address: _____

Primary job responsibilities: _____

Reason for leaving: _____

Employer Name: _____

Job Title: _____ Dates Employed: _____

Employer Address: _____

Primary job responsibilities: _____

Reason for leaving: _____

Personal References

Give the names of three persons not related to you, whom you have known for at least three years.

Name _____ **Address** _____

Telephone _____ **Occupation** _____ **Years Acquainted** _____

Name _____ **Address** _____

Telephone _____ **Occupation** _____ **Years Acquainted** _____

Name _____ **Address** _____

Telephone _____ **Occupation** _____ **Years Acquainted** _____

I attest with my signature below that I have given to the Firm true and complete information on this application. I authorize the Firm to contact references provided for employment reference checks.

Applicant Signature: _____ Date: _____

Please submit your application, cover letter and resume to:

305 6th Avenue SE, Aberdeen, SD 57401 or
PO Box 970, Aberdeen, SD 57402-0970 or
email to attorneys@bantzlaw.com