

VTG Inc. T/A  
**Dial-A-Temp® Staffing Service**  
**180 Centennial Avenue, Hanover, PA 17331**

**SECTION I: APPLICANT INFORMATION** *(Please Print)*

Full Name: \_\_\_\_\_ Social Security: \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Referred By:** Newspaper  Craigslist  Website  Walk-In  Other: \_\_\_\_\_

Are you presently employed: \_\_\_\_\_ Date available to work: \_\_\_\_\_ Do you have Steel Toes: \_\_\_\_\_

**Position Desired:** \_\_\_\_\_ Full-Time  Part-Time  Temporary/Seasonal

Shift Preferred: \_\_\_\_\_ Pay Desired: \_\_\_\_\_ Are you available to work on 1-2 hour notice: \_\_\_\_\_

Are you legally eligible for employment in the U.S.? Yes  No

*(If hired, you will be required to provide valid proof of your identity and subject to E-Verify)*

Are you at least 18 years of age? Yes  No

Are you willing to work overtime when required? Yes  No  Are you willing to work weekends? Yes  No

Have you ever applied for employment at Dial-A-Temp before? Yes  No

If yes, when and to which company did we place you? \_\_\_\_\_

Have you been subjected to a Drug/Alcohol Testing in the past 30 days? Yes  No

If yes, when and for which company? \_\_\_\_\_

Are you currently on layoff or leave from another company? Yes  No  If yes, which company? \_\_\_\_\_

Are you registered with another service? Yes  No  If yes, which ones? \_\_\_\_\_

**SECTION II: CRIMINAL HISTORY**

Have you ever been convicted of, or pled guilty or nolo contendere/no contest to a felony or misdemeanor in any state?

Yes  No  *(No applicant will necessarily be denied employment solely on the grounds of a conviction. The nature of the offense, the date, the surrounding circumstances, and the relevance to the position applied for, may be considered.)*

If yes, please explain: \_\_\_\_\_

**SECTION III: EMPLOYMENT HISTORY** *(Please list most recent first and explain any work gaps of 6 months or more)*

Employment Name (most recent): \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Hire Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Job Title: \_\_\_\_\_

Job Duties: \_\_\_\_\_ Hourly Rate: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact this employer? Yes  No  If not, please explain: \_\_\_\_\_

Employment Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Hire Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Job Title: \_\_\_\_\_

Job Duties: \_\_\_\_\_ Hourly Rate: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact this employer? Yes  No  If not, please explain: \_\_\_\_\_

Employment Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Hire Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Job Title: \_\_\_\_\_

Job Duties: \_\_\_\_\_ Hourly Rate: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact this employer? Yes  No  If not, please explain: \_\_\_\_\_

**SECTION IV: EDUCATION HISTORY**

**EDUCATION Name & Location of School: Course of Study: # of Years Completed: Did you graduate? Degree or Diploma:**

High School: \_\_\_\_\_ Yes  No  \_\_\_\_\_

Business, Trade, Tech: \_\_\_\_\_ Yes  No  \_\_\_\_\_

College: \_\_\_\_\_ Yes  No  \_\_\_\_\_

Special Qualifications/Skills: \_\_\_\_\_

*By my signature below, I acknowledge that all the information provided is true. Falsifying information may lead to immediate termination and no future employment with Dial-A-Temp.*

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_