

# Employment Application



TEXAS CONCIERGE  
502 N Central Expy  
Richardson, TX  
75080

Phone: 214-369-8887  
Fax: 214-691-9001

Email: info@txconcierge.com

Date: \_\_\_\_\_

First Name : \_\_\_\_\_ M I: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address : \_\_\_\_\_

City : \_\_\_\_\_ State: \_\_\_\_\_

Zip Code : \_\_\_\_\_

SS Number : \_\_\_\_\_

Date Of Birth : \_\_\_\_\_

Home Phone : \_\_\_\_\_

Cell Phone : \_\_\_\_\_

Email : \_\_\_\_\_

Drivers License #: \_\_\_\_\_ State: \_\_\_\_\_

Positions Applied for: \_\_\_\_\_

Salary Desired: \_\_\_\_\_

Shifts Available to Work: Day Shifts  Evenings  Overnights

Full-Time  part-time  Full or part-time

When available to begin work?

Are You Legally Eligible To work In The U S A:

How did you hear

## Education

Type of School	Name of School and Complete Mailing Address	No. Years Completed	Major or Degree
High School			
College Bus. or Trade School			
Professional School			
Other			

Have you ever been convicted of a crime:  yes  no

If yes, please explain

Do you have a drivers license?  yes  no

State of issue:  Number:

Have you had any accidents in the past 3 years?  yes  no

How many?

Do you had any moving violations in the past 3 years?  yes  no

How many?

Continue on the next page

# Previous Employment (list up to 2)

1.

Name of Employer:  Phone #:

Name of last supervisor:

Dates of employment: From:  To:

Salary: From:  To:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer:  yes  no

2.

Name of Employer:  Phone #:

Name of last supervisor:

Dates of employment: From:  To:

Salary: From:  To:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer:  yes  no

## Please list 2 references other than relatives and previous employers

Name	<input type="text"/>	<input type="text"/>
Position	<input type="text"/>	<input type="text"/>
Company	<input type="text"/>	<input type="text"/>
Telephone	<input type="text"/>	<input type="text"/>

Use this space to add any additional information necessary to describe your full qualifications for the position which you are applying: