



# APPLICATION FOR EMPLOYMENT

DATE TODAY

**SOURCE OF APPLICATION:**  Walk- In  Banner  Employee Referral, please specify: \_\_\_\_\_

Newspaper, please specify: \_\_\_\_\_,  Jobfair, please specify: \_\_\_\_\_  Jobstreet Online

Email/ Website  Agency, please specify: \_\_\_\_\_

## I. PERSONAL INFORMATION

Last Name	First Name	Middle Name	Nick Name
City/Address			Landline / Mobile Number
Provincial Address			Telephone Number
Birth Date	Age	Sex	Civil Status
Email Address:			
Religion	Citizenship	SSS No.	TIN
Pag-ibig No.			
Phil. Health No.			

## II. EMPLOYMENT INFORMATION

Position Desired (First Choice)	(Second Choice)	Expected Salary
Have you applied before with Trec Pacific? <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, when _____		

## III. EDUCATIONAL INFORMATION

	School & Address	Course/Major	Year Graduated	Honor/Awards Received
High School				
College				
Post-Graduate School				
Special/ Certificate Courses				
Language/Dialect/Foreign Languages Read: _____ Spoken: _____ Written: _____			Machine/ Equipment Operated:	
Other Skills (Troubleshooting, Telemarketing, etc.)				

## IV. EMPLOYMENT RECORD

A. Company's Name	B. Address	C. Phone No.	Dates Employed (From-To)	Position Held	Supervisor's Name/ Title	Salary	Reasons for Leaving
A.	B.	C.					
A.	B.	C.					
A.	B.	C.					

**V. SEMINARS/TRAINING ATTENDED**

TITLE	INCLUSIVE DATES	SPEAKER	SPONSORS

**VI. ACTIVITIES (Membership in Organizations)**

NAME OF ORGANIZATION	POSITION HELD	DATE (From-to)

**VII. REFERENCES (3 persons not related to applicant)**

NAME	ADDRESS	PHONE NO.	OCCUPATION/BUSINESS

Are you suffering from any health problems? If yes, please indicate the nature and date of serious illness:

Have you ever been convicted of any crime or is there a pending criminal case filed against you in court? If yes, please indicate:

Are you related to anyone now working here? If yes, please indicate:

Do you foresee any reason that will require you to take a leave of absence for more than 15 days within a year? \_\_\_\_\_  
 If yes, what would be the reason for such leave? \_\_\_\_\_

I hereby certify that all the statements above are true to the best of my knowledge. I understand that any false statement or misinformation supplied shall be a basis for rejection of my application or dismissal, if discovered subsequent to employment. I am applying with TREC PACIFIC on my own free will and accord and have not been induced in any way whatsoever by TREC PACIFIC to leave my present employment and I hereby further warrant that TREC PACIFIC is free from any liability from acting upon my application.

\_\_\_\_\_  
 Signature over PRINTED name

\_\_\_\_\_  
 Date