



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Number: (____) _____

Email Address: _____

Position desired? _____

Desired Pay: _____

Can you perform the essential functions of the position for which you are applying?

YES [] NO []

If no, please explain. (If you have any question as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer this question)

When are you available to begin work? _____

Are you legally eligible for employment in the United States? YES [] NO []

(Proof of identity and eligibility will be required upon employment)

Are you over the age of 18 years? YES [] NO []

(If no, you may be required to provide authorization to work.)

Have you or someone you know ever worked for James H. Cole Home For Funerals, Inc. before? YES [] NO []

If yes, where? _____ When? (Give dates) _____ Job Title: _____

Have you ever been convicted of crime? YES [] NO [] If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), ow recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

Are you willing to undergo a pre-employment background check and drug test? YES [] NO [] If no, please explain:

Main Chapel
2624 West Grand Blvd.
Detroit, MI 48208
(313) 873-0771

Northwest Chapel
16100 Schaefer Hwy
Detroit, MI 48235
(313) 835-3997



WORK AVAILABILITY

Are you available to work: DAYS NIGHTS WEEKENDS FULL TIME If you cannot work full time, please explain:

Days and Hours Available

Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From:							

EDUCATION & TRAINING

	Name and Location of School	Course of Study	No. of Years Completed	Diploma or Degree Received
High School				
College				
Vocational or Trade School				
Graduate Work				

Have you completed any special courses, seminars and/or training directly related to the position for which you are applying? YES NO If yes, please describe:

List academic honors, extracurricular activities, offices held, etc. in high school or college.

EMPLOYMENT HISTORY (Start with your current or most recent position)

Name of Employer	Telephone Number
Full Address (Including Street, City, State & Zip)	Supervisor's Name and Title

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Dates Employed	From Month/Day/Year	To Month/Day/Year
Describe the Work Performed		
Name of Employer		Telephone Number
Full Address (Including Street, City, State & Zip)		Supervisor's Name and Title
Dates Employed	From Month/Day/Year	To Month/Day/Year
Describe the Work Performed		
Name of Employer		Telephone Number
Full Address (Including Street, City, State & Zip)		Supervisor's Name and Title
Dates Employed	From Month/Day/Year	To Month/Day/Year
Describe the Work Performed		

PERSONAL REFERENCES

Give three references (not relatives or employers)

Name of Reference	Professional Relationship	Email Address & Phone
1.		
2.		
3.		

James H. Cole Home for Funerals provides equal employment opportunities to all team members and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, weight and height or military status, in accordance with applicable federal laws.

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IMPORTANT, PLEASE READ AND SIGN

I understand that failure to reveal any prior employer or giving false or misleading information by me on any part of this Application for Employment can result in disqualification for employment consideration or, if hired, may be grounds for termination from the company or its' subsidiaries. I understand that if I am hired, my employment is for no definite time and may be terminated at any time without prior notice.

Signed: _____ Date: _____

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