



Please fill out completely all requested information using ink and printing clearly.

General Information						
Today's Date				Position Desired		
Name (Last)		(First)		(Middle)		Date available to start work
Street Address				Please indicate the hours you are available to work		
City				State		ZIP
	Mon	Tue	Wed	Thu	Fri	Sat
Telephone (Primary)		Telephone (Secondary)		Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No		
E-mail Address		I am interested in: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		If hired, are you able to supply proof that you are legally permitted to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Work Experience – List your previous experience, beginning with your current or most recent.						
Employer			Starting Position		Starting Salary	
Street Address		City	State	ZIP	Most Recent Position	Most Recent Salary
Phone			Supervisor Name/Title		Duties	
Reason for Leaving			Date of Employment Start: Month		Year	End: Month
						Year
Employer			Starting Position		Starting Salary	
Street Address		City	State	ZIP	Most Recent Position	Most Recent Salary
Phone			Supervisor Name/Title		Duties	
Reason for Leaving			Date of Employment Start: Month		Year	End: Month
						Year
Employer			Starting Position		Starting Salary	
Street Address		City	State	ZIP	Most Recent Position	Most Recent Salary
Phone			Supervisor Name/Title		Duties	
Reason for Leaving			Date of Employment Start: Month		Year	End: Month
						Year
May we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No						

References – List individuals not related to you; preferably business references						
Reference		Reference			Reference	
Street Address		Street Address			Street Address	
City		State	ZIP	City		State
						ZIP
Phone	Job Title	Phone	Job Title	Phone	Job Title	
How Acquainted, and For How Long?			How Acquainted, and For How Long?		How Acquainted, and For How Long?	

Education, Training and Skills			
School	Address (Include City & State)	Field of Study/Major	Degree
College			
High School			
Additional Training			
Foreign Languages?		Spoken Fluently?	
For office positions indicate job skills that you have performed: <input type="checkbox"/> Typing _____WPM <input type="checkbox"/> 10-key by Touch/Sight (Circle one)			
Computer/Software Proficiencies			

Additional Information
Have you been convicted of a felony in the last 7 years? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please give details including State(s), Date(s)
Referral source (Circle one) Walk-in Ad (Publication _____) Employee Referral (Name _____) Internet

Additional Questions
Why would you like to work at Mercantile?
What strengths would you bring to our organization?
Describe a time that you provided excellent customer service.

Applicant's Statement
<p>If I am employed, I agree to abide by the rules and regulations of the Company. I understand that my employment is at-will. This means that I do not have a contract of employment for any particular duration or limiting the grounds for my termination in any way. I am free to resign at any time. Similarly, Mercantile is free to terminate my employment at any time for any reason.</p> <p>All of the information I have supplied in this application is a true and complete statement of the facts, and if employed, any false statement or omission could result in immediate termination. I understand the Mercantile may share the information contained in this application with other Mercantile employees or associates for employment or administrative purposes and hereby consent to such transfer. I further authorize you to contact all of my previous employers or references for full information regarding my employment history.</p>
<hr/> <p>Signature _____ Date _____</p>
<p>This application will be considered for three months. If you have not been hired within three months and you wish to be considered for employment, you must fill out another application.</p>