



**Return Applications to:**  
 Design Quest  
 4181 28th St SE, Grand Rapids, MI 49512  
 (616)940-0131 info@DesignQuest.biz  
 www.DesignQuest.biz

# Employment Application

**Design Quest is an equal opportunity employer.**

Date \_\_\_\_\_

## Personal Data

Name (last, first, middle initial) \_\_\_\_\_

Driver's License (State ID/Number) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

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

E-mail \_\_\_\_\_

Are you authorized to work in the United States? Yes No

Are you 18 years of age or over? Yes No

Position(s) applying for: \_\_\_\_\_ Referred by: \_\_\_\_\_

Have you been convicted of a crime (other than a traffic violations) or been imprisoned during the last seven years? A conviction will not necessarily bar you from employment. If yes, please explain: Yes No

Do you authorize a background check? Yes No Authorization form to be completed at time of interview.

Names of friends or relatives who are employed by this company: \_\_\_\_\_

Some positions require employees to be available to work most Saturdays. Are you available to work this day? Yes No

How would you prefer we contact you? \_\_\_\_\_

## Education

	Name/Location	No. of Years	Field of Study	Degree
High School:				
College/University:				
Trade or Technical Training:				
Other:				

Special achievements or awards: \_\_\_\_\_

## Special Skills

Do you have any special skills or qualifications? If yes, please describe: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## References

List three professional references who are familiar with the quality of your work, have worked directly with you and have known you for at least two years.

1. Name:	Relationship:	
Phone:	Email:	
Address:		
City:	State:	Zip Code:
2. Name	Relationship:	
Phone:	Email:	
Address:		
City:	State:	Zip Code:
3. Name:	Relationship:	
Work phone:	Email:	
Address:		
City:	State:	Zip Code:

## Employment History

Please begin with the most recent employer. Attach additional sheet if needed.

1. Employer:	Employed From:	to
Address:		
City:	State:	Zip Code:
Work phone:	Beginning salary:	Ending salary:
Title and duties:		
Supervisor's name:		
Reason for leaving:		
2. Employer:	Employed From:	to
Address:		
City:	State:	Zip Code:
Work phone:	Beginning salary:	Ending salary:
Title and duties:		
Supervisor's name:		
Reason for leaving:		

