

About the Document

name	AA-ALL-4625-M. Employment Application Form
owner	HR
what it is	<p>A print-ready employment application form.</p> <p>Used for:</p> <ul style="list-style-type: none"> ◆ Allowing walk-in applicants to manually complete a printed employment application form. ◆ Replenishing the inventory of printed application forms. ◆ Sending to an applicant to complete electronically (in this scenario, do not save final copy as a PDF)
who uses it	<ul style="list-style-type: none"> ◆ Any staff member who has a requirement to print copies of the employment application form ◆ Job applicants are the final End Users of the printed form
<p>Note: The print-ready employment application form is only to be used for CUSTOMIZER: Insert the type of workers who would fill in applications by hand. All other applicants must send their applications to us by email as per the instructions on the Careers pages of our website.</p>	

Instructions

1. Print (in color) on double-sided pages on a high resolution printer.
2. Make the form available in areas frequented by walk-in applicants.