

Douglas Beckham, D.M.D.

APPLICATION FOR EMPLOYMENT

Please fill out by hand and bring with you to interview.

Date: _____

Name: _____

Address: _____ City, State, & Zip: _____ DOB: _____

Telephone (H&C) : _____ Social Security Number: _____

Are you bi-lingual, and if so, in what language? Describe your abilities - read, write, or both? _____

Educational Background

High School & date of graduation: _____

College: _____

Other training: _____

Position applying for: Front desk _____ Dental Assistant _____ Hygienist _____

Front desk:

List software skills: _____

List other office skills and rate your knowledge of Word (on a 1 to 10)

Dental Assistant

EDDA: yes / no CDA: yes / no RDA: yes / no Date earned: _____

Any Dental Assisting experience: _____ If so, list dates: _____

List skills developed while working as a dental assistant: _____

Hygienist

Date licensed: _____

List skills developed while working as a hygienist:

EMPLOYMENT

What are you looking for: full time or part time

If offered employment, when could you start? _____

Fringe benefits needed: _____

Can future vacations be arranged at office convenience? _____

Please bring a copy of your most recent payroll stub with you to your interview.

Most recent job: Employer: _____

Address: _____ Phone: _____

From: _____ To: _____ Task on Job: _____

Reason for leaving: _____

Beginning hourly rate: _____ Ending hourly rate: _____

Second most recent job: Employer: _____

Address: _____ Phone: _____

From: _____ To: _____ Task on Job: _____

Reason for leaving: _____

Beginning hourly rate: _____ Ending hourly rate: _____

Third most recent job: Employer: _____

Address: _____ Phone: _____

From: _____ To: _____ Task on Job: _____

Reason for leaving: _____

Beginning hourly rate: _____ Ending hourly rate: _____

May we contact the employers listed? _____ If not, please indicate which ones we may not
contact. _____

Describe any other relevant work experience you would like us to know. _____

List three personal references with addresses and phone numbers:

1). _____

2). _____

3). _____