

## **Employee Information Sheet**

Name: \_\_\_\_\_  
SSN: \_\_\_\_\_  
DOB: \_\_\_\_\_

### **Contact Information:**

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (home)  
\_\_\_\_\_ (mobile)  
\_\_\_\_\_ (email)

Marital Status: \_\_\_\_\_  
Ethnicity: \_\_\_\_\_  
Disability: yes ☐ no ☐

### **Job Details**

Position: \_\_\_\_\_  
Date Hired: \_\_\_\_\_  
Start Date: \_\_\_\_\_  
  
Salary or Wage: \$ \_\_\_\_\_ per hour

### **Emergency Contacts**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

