Personnel Data Sheet

Employee Name

|  |
| --- |
|  |

First Name, Middle Initial, Last Name

Social Security Number Date of Birth

|  |  |  |
| --- | --- | --- |
|  |  |  |

XXX-XX-XXX MM/DD/YYYY

Gender: [ ]  Male [ ]  Female

Martial Status: [ ]  Single [ ]  Married [ ]  Divorced [ ]  Widowed

Primary Address

|  |
| --- |
|  |

Alternate Address

|  |
| --- |
|  |

Cell Phone Number Email Address

|  |  |  |
| --- | --- | --- |
|  |  |  |

(XXX) XXX-XXX

**EMPLOYER ONLY**

[ ]  Full Time [ ]  Part Time [ ]  Commission

Salary/Rate

|  |
| --- |
|  |

Position Supervisor

|  |  |  |
| --- | --- | --- |
|  |  |  |