



APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability, or any other status protected by law or regulation. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Answer each question fully and accurately. No action can be taken on this application until you have answered all questions. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on back of application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

Job(s) Applied for _____ Today's Date _____

Are you seeking: Full-time Part-time Temporary Contractor

Date you can start _____?

Full Name: _____

Date of Birth: _____

Social Security #: _____

Current Salary: _____ Phone Number: _____ Email: _____

Living Address _____

Mailing Address (if different from living address) _____

Have you ever applied here before? Yes No If yes, when? _____

Were you ever employed here? Yes No If yes, when? _____

Have you ever been convicted of any law violation? Include any plea of "guilty" or "no contest." (Include serious traffic violations such as driving under the influence of alcohol or drugs, leaving the scene of an accident, using a vehicle in the commission of a felony, reckless driving and/or reckless endangerment within the last five (5) years).

Yes No If yes, give details _____

(A conviction will not necessarily disqualify an applicant for employment.)

If employed, do you expect to be engaged in any additional business or employment outside of our job?

Yes ___ No___ If yes, give details _____

Do you have a valid driver's license? Yes ___ No___

Driver's License Number _____ Class of License ___ State of Issuance _____

Have you had your driver's license suspended or revoked in the last 3 years?

Yes ___ No___ If yes, give details _____

List professional, trade, business or civic activities and offices held. (Exclude labor organizations and memberships which reveal race, color, religion, national origin, sex, age, disability or other protected status.) _____

LIST NAME AND ADDRESS OF SCHOOLS

High School or GED: _____

Number of Years Completed _____

Diploma/Degree/Certificate _____

Subjects Studied _____

College or University: _____

Number of Years Completed _____

Diploma/Degree/Certificate _____

Subjects Studied _____

Vocational or Technical: _____

Number of Years Completed _____

Diploma/Degree/Certificate _____

Subjects Studied _____

SKILLS AND ABILITIES

What skills or additional training do you have that relate to the job for which you are applying?

What machines or equipment can you operate that relate to the job for which you are applying?

List names of employers for the past 5 years in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references. Note: A job offer may be contingent upon acceptable references from current and former employers.

NAME OF EMPLOYER: _____

ADDRESS: _____

TELEPHONE: _____

DATES OF EMPLOYMENT (MO/YR): FROM _____ TO _____

JOB TITLE AND DUTIES _____

PAY: START \$ _____ FINAL \$ _____

SUPERVISOR(S): _____

Reason For Leaving: _____

NAME OF EMPLOYER: _____

ADDRESS: _____

TELEPHONE: _____

DATES OF EMPLOYMENT (MO/YR): FROM _____ TO _____

JOB TITLE AND DUTIES _____

PAY: START \$ _____ FINAL \$ _____

SUPERVISOR(S): _____

Reason For Leaving: _____

NAME OF EMPLOYER: _____

ADDRESS: _____

TELEPHONE: _____

DATES OF EMPLOYMENT (MO/YR): FROM _____ TO _____

JOB TITLE AND DUTIES _____

PAY: START \$ _____ FINAL \$ _____

SUPERVISOR(S): _____

Reason For Leaving: _____

Have you worked or attended school under any other names? Yes ___ No___ If yes, give names:

If you are presently employed, whom do you suggest we contact? _____

Have you ever been fired from a job or asked to resign? Yes ___ No___ If yes, please explain: _____

Give Name, Address, and Phone Number of three references, not relatives or former employers.

1. _____

2. _____

3. _____

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date. I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements. I understand I may be required to successfully pass a drug screening examination. I hereby consent to a pre- and/or post-employment drug screen as a condition of employment, if required. I understand that if I am extended an offer of employment it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying. I UNDERSTAND THAT THIS APPLICATION, VERBAL STATEMENTS BY MANAGEMENT, OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE AN EXPRESS OR IMPLIED CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. ONLY THE PRESIDENT OF THE ORGANIZATION HAS THE AUTHORITY TO ENTER INTO AN AGREEMENT OF EMPLOYMENT FOR ANY SPECIFIED PERIOD AND SUCH AGREEMENT MUST BE IN WRITING, SIGNED BY THE PRESIDENT AND THE EMPLOYEE. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE

SUBJECTED TO OTHER TERMS AND CONDITIONS. I have read, understand, and by my signature consent to these statements.

Signature: _____ Date: _____

This application for employment will remain active for a limited time.