

**APPLICATION FOR EMPLOYMENT**  
(Please Print Legibly)

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER**

We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, marital status or veteran status, the presence of a non-job-related medical condition or disability, Vietnam Era Veteran, or any other legally protected status.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Last) (First) (Middle) SS#: \_\_\_\_\_

Home Address: \_\_\_\_\_  
 (Street) (City) (State)

Home Phone: \_\_\_\_\_ Message Phone: \_\_\_\_\_

Position Applying For: \_\_\_\_\_ Date Available? \_\_\_\_\_

Rate of Pay Desired? \$ \_\_\_\_\_ - \_\_\_\_\_ (Check One)  Hour  Week  Month  Year

Are you 18 years of age or older?  Yes  No

Are you legally eligible to work in the United States?  Yes  No  
*(Proof of eligibility will be required upon offer of employment)*

Are you available to work:  Full-Time  Part-Time  Shift  Temporary

Are you currently employed?  Yes  No May we contact your present employer?  Yes  No

Have you ever been employed by this company before?  Yes  No  
*If "yes" please indicate dates of employment and position(s) held.*

From: \_\_\_\_\_ To: \_\_\_\_\_ Position: \_\_\_\_\_

Have you ever been convicted of any crime? *(A conviction will not be an absolute bar to employment.)*  Yes  No

If "Yes", when, where and what is the disposition of the case? \_\_\_\_\_

List any relatives currently employed by the Company: \_\_\_\_\_

**EDUCATIONAL RECORD**

SCHOOL	NAME & ADDRESS	CHECK LAST YEAR COMPLETED		LIST DEGREE(S) OR DIPLOMA(S)
High School		<input type="checkbox"/> 1	<input type="checkbox"/> 2	
		<input type="checkbox"/> 3	<input type="checkbox"/> 4	
College/University		<input type="checkbox"/> 1	<input type="checkbox"/> 2	
		<input type="checkbox"/> 3	<input type="checkbox"/> 4	
Technical/ Other (Specify)		<input type="checkbox"/> 1	<input type="checkbox"/> 2	
		<input type="checkbox"/> 3	<input type="checkbox"/> 4	

### EMPLOYMENT HISTORY SELECTION

In the areas below, please list your past work experience, beginning with your most recent employment, for at least the past 10 years. Military experience and volunteer work may also be included as employment. **NOTE:** In order to be considered for employment, you must fill in the information below, accurately completely. If you need additional

Employer _____ Phone _____ Address _____ City _____ State _____ Zip _____ Job Title _____ Duties _____ Reason for Leaving _____ _____	From _____ / _____ / _____ Month        Day        Year To _____ / _____ / _____ Month        Day        Year Pay \$ _____ - Supervisor's Name _____
Employer _____ Phone _____ Address _____ City _____ State _____ Zip _____ Job Title _____ Duties _____ Reason for Leaving _____ _____	From _____ / _____ / _____ Month        Day        Year To _____ / _____ / _____ Month        Day        Year Pay \$ _____ - Supervisor's Name _____
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**MILITARY EXPERIENCE**

Have you received any job-related training in the United States Military?  
Please give dates and explanation:

Yes  No

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Describe any specialized training, apprenticeship, skills or any additional information you feel may be helpful to us in considering your application.

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If applying for a driving position, please provide:

License# \_\_\_\_\_ State \_\_\_\_\_ Expiration date \_\_\_\_\_

Class \_\_\_\_\_ Endorsements \_\_\_\_\_

**REFERENCES**

(Please list the name, address and telephone number of three references who are not related to you and are not previous employers.)

NAME & OCCUPATION	ADDRESS	PHONE NUMBER
1.		
2.		
3.		

**LIST PROFESSIONAL TRADE, BUSINESS OR CIVIC ORGANIZATIONS AND ANY OFFICES HELD.**

*(Exclud memberships that would reveal sex, race, religion, national origin, age, ancenstry, or other protected status.)*

ORGANIZATION	OFFICES HELD

**PLEASE READ CAREFULLY AND SIGN BELOW**

I certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that any deliberate falsifications, misrepresentations or omissions of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that nothing in this application is intended to imply or create an employment relationship or contract for employment.

I understand that submission of application does not guarantee employment. I further understand that, should an offer of employment be extended by the Company that such employment with the Company is at will, for no specified duration, and may be terminated by either the Company or myself at any time, with or without cause or notice. I also understand that while personnel policies, programs, and procedures may of necessity change from time to time, such at-will status is not subject to change absent a written agreement signed by the Company's President or a designated authorized representative. I understand that none of the documents, policies, procedures, actions, statements of the Company or its representatives used during the employment process is deemed a contract of employment real or implied.

I understand that if offered a position with the Company, I may be required to submit to a pre-employment medical examination, drug screening and background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize the Company and/or its assigns to investigate my personal history and to obtain from my previous employers any information they have concerning me.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to the Company and/or any of its representatives, agents or vendors and release all parties involved from any and all liability for any and all damage that may result from providing such information.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND AND AGREE TO THE ABOVE STATEMENTS.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please Print Name