

APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

Applicants are considered without regard to race, color, religion, sex, national origin, age, disability or any other prohibited basis of discrimination, as provided under applicable state and federal law.

PLEASE PRINT Date of Application ____/____/____ Position(s) Applied For: _____

Do you have a driver's license? _____ Yes _____ No

Do you have a commercial driver's license? _____ Yes _____ No

Name _____
Last
First
Middle

Address _____
Number
Street/PO Box
City
State
Zip Code

Telephone (____) _____ Do you have a valid Social Security Number _____ Yes _____ No
Area Code

Have you ever been employed here before? _____ Yes _____ No If yes, give date _____

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

May we contact you at work? _____ Yes _____ No If yes, work number and best time to call (____) _____ - _____ Time _____ am/pm
Area Code

Are you prevented from lawfully becoming employed in this country? _____ Yes _____ No

If hired, you will be required to submit documents sufficient to establish employment authorization and identity in compliance with the Immigration Reform and Control Act of 1986. While you need not provide this proof of citizenship or immigration status at the time you are interviewed, please be prepared to assure us that you can do so immediately upon being hired.

On what date would you be available for work? ____/____/____ Expected salary: _____

Are you available to work: _____ Full-Time _____ Part-Time _____ Temporary _____ Seasonal, what days? S M T W T F S

Will you work overtime if required? __ Yes __ No Will you relocate if job requires it? __ Yes __ No Will you travel if job requires it? __ Yes __ No

List professional, trade, business or civic activities and offices held. (You may exclude those which indicate race, color, religion, sex, age, national origin, disability): _____

EDUCATION

Please list education or specialized experience which relates to the position(s) for which you are applying. Exclude names or terms which indicate, for example, race, color, religion, sex, age, disability or national origin.

	High School	College/Technical	Graduate/Professional	
School Name	_____	_____	_____	_____
Dates Attended	_____	_____	_____	_____
Diploma/Degree	_____	_____	_____	_____
Course of Study	_____	_____	_____	_____

Describe specialized training, apprenticeship, skills and extra-curricular activities _____

Honors received _____

Special Skills acquired from employment or other experience _____

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. Exclude organization names which indicate, for example, race, color, religion, sex, age, disability or national origin.

Employer _____ Telephone _____ Address _____ Job Title _____ Immediate Supervisor/Title _____ Reason for Leaving _____ May we contact for reference? __ Yes __ No __ Later	Dates Employed From _____ To _____ Hourly Rate/Salary Starting _____ Final _____	Summarize the nature of the work performed.
Employer _____ Telephone _____ Address _____ Job Title _____ Immediate Supervisor/Title _____ Reason for Leaving _____ May we contact for reference? __ Yes __ No __ Later	Dates Employed From _____ To _____ Hourly Rate/Salary Starting _____ Final _____	

If you need additional space, please continue on a separate sheet of paper.

References

List names and telephone numbers of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three schools or personal references who are *not* related to you.

NAME	TELEPHONE	YEARS KNOWN

State any additional information you feel may be helpful to us in considering your application or comments. _____

APPLICANT'S STATEMENT

I understand and agree that any misrepresentation by me in this application will be sufficient cause for rejection of this application and/or termination of employment if I am hereafter employed by the Company. Furthermore, if I am hired, I understand that I am free to resign at any time, and that the Company reserves the right to terminate my employment at any time, with or without cause, and without prior notice. I understand that no representative of the Company has authority to make any representations or assurances to the contrary. I acknowledge and agree that any changes in such employment relationship must be made in writing and signed by an authorized representative of the company.

I understand that if you make an offer of employment to me it may be a conditional offer of employment and I may be required to submit to a pre-employment medical exam and to provide information in response to your medical inquiries, the results of which might disqualify me from employment. If requested, I agree to furnish such information and to submit to such examinations.

I understand that I will be requested to submit to a drug and alcohol test.

I authorize the Company to make a thorough investigation of my past employment, education and job-related activities. To the extent permitted by law, I release the Company from any liability which might result from making such investigation and I also release from any liability all persons and entities supplying such information.

I acknowledge that the Company is an equal opportunity employer and that the Company does not discriminate in employment. I understand that no question on this application is used for the purpose of limited or excluding the Company's consideration of me for employment on a basis prohibited by federal, state or local law, nor is it used by the Company for the purpose of attempting to obtain information prohibited by federal, state or local law.

I understand that the Company will consider this application to contain current information for a period of only sixty (60) days. At the expiration of sixty (60) days, if I have not heard from the company and if I still desire to be considered for employment. I understand that it will be necessary for me to complete a new application.

Signature _____

Date _____