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APPLICATION FOR EMPLOYMENT

POSITION INFORMATION

Title of Position Applied for	Today's Date
Check each type of employment you will accept: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal	
If hired, when will you be available for employment?	

PERSONAL

Last Name	First Name	Middle Initial	Social Security Number
Other Name(s) Used		Home Telephone Number	
Street Address		Cell Phone Number	
City	State	Zip	
E-mail Address	Referred By	Salary Desired	

EDUCATION AND TRAINING

Name(s) and Address of School	GED or Graduated? Yes No	Course of Study List Major/Minor(s)	Degree, Diploma, License or Certificate
High School Dates attended: _____ to _____	<input type="checkbox"/> <input type="checkbox"/>		
College/University Dates attended: _____ to _____	<input type="checkbox"/> <input type="checkbox"/>		
Vocational, Business, Other Dates attended: _____ to _____	<input type="checkbox"/> <input type="checkbox"/>		
List Any Professional Designations			
Other Special Knowledge, Skills or Qualifications			
List Work Skills (Trade Skills)			
How many days of work have you missed during the past year?			
Do you possess a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Do you possess a valid Commercial Driver's License (CDL)? <input type="checkbox"/> Yes <input type="checkbox"/> No Class _____ Endorsements _____ License # _____ State _____ Expiration Date _____			

EMPLOYMENT HISTORY

List all employments for the past 10 years, starting with the most recent position. All information **must** be completed. You may attach a resume, but not in place of completing the required information.

Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone Number	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

Employed From / /	Employer Name	Supervisor Name	Starting Salary
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Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

REFERENCES

List below the information for three personal references, not relatives or former employers

Name	Address	Phone Number
Name	Address	Phone Number
Name	Address	Phone Number

GENERAL

Yes No

May we contact your current employer for references?

If no, please explain: _____

If hired, will you be able to work overtime?

This job requires lifting of materials weighing up to 100 pounds. Are you be able to perform this function for the position you are applying for with or without reasonable accommodation that can enable you to do so?

Have you ever been terminated or been asked to resign from a prior position?

If yes, please explain: _____

This is a non-smoking workplace, are you willing to comply with this policy?

Are you 18 years of age or older?

Are you legally eligible for employment in the United States? (Proof of US citizenship will be required upon hire)

May we contact your current, most recent or past employers for references?

If no, please explain: _____

Have you ever been convicted of a felony? (A "yes" response does not automatically disqualify you from employment, since the nature of the offense, date, and the job for which you are applying is also considered)

If yes, please give the following details:

Offense	Date	Disposition (Sentence)
Offense	Date	Disposition (Sentence)
Offense	Date	Disposition (Sentence)

CERTIFICATION & AUTHORIZATION

The above information is true and correct. I understand that, in the event of my employment by the Company, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery.

I authorize the Company to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. I hereby give my consent to any former employer to provide employment-related information about me to the Company and will hold the Company and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I further authorize the Company to obtain any credit and consumer check.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between myself and the Company under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired; my employment will be terminable at will and may be terminated by me or the Company at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

If employed, I will be required to provide original documents which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided will be used for completion of Form I-9.

I hereby acknowledge that I have read and agree to the above statements.

Signature _____

Date _____