

Application For Employment

Grand Rapids Carvers

4465 Roger B. Chaffee SE, Grand Rapids, MI 49548

616-538-0022

Grand Rapids Carvers is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Applicant Name	First:	M.I.	Last:
Full Address			
Telephone			
Email Address			
Application Date			
Date available To Start working if hired			

Employment Position

Position(s) applying for: _____

How did you hear about this position? _____

Please list the hours you are able/willing to work in the below provided slots (ex. 8:30am-5pm or put "any" for any available hours) Any slots left blank will be assumed you are unable to work on those days.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

*Are you able to work Over Time? **Yes/ No**

* Reliable transportation to and from work? **Yes/No**

*Are you 18 years of age or older? **Yes/No**

*Desired Salary: _____

Personal Information

Are you a U.S. citizen or approved to work in the United States?

YES NO

Documents supporting citizenship or approval to work in the U.S. will be requested prior to hire

Will you consent to a mandatory controlled substance test?

YES NO

Do you have any pre-existing injuries? If YES, please explain below.

YES NO

Have you ever been convicted of a criminal offense (felony or misdemeanor)?

YES NO

If yes, please state the nature of the crime(s), when and where convicted and disposition of the case:

(No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may however, be considered.)

Job Skills/ Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying:

(Grand Rapids Carvers complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)

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Education and Training

High School

Name	Location (City, State)	Did You Graduate	Degree Earned
		<u>Y/N</u>	

College/University

Name	Location (City, State)	Did You Graduate	Degree Earned
		<u>Y/N</u>	

Vocational school/ Special Training

Name	Location (City, State)	Did You Graduate	Degree Earned
		<u>Y/N</u>	

Military:

Are you a member of the Armed Services? _____
 What was your military rank when discharged? _____

Pervious Employment

Employer Name: _____ Dates Employed _____
 Job Title: _____
 Telephone Number: _____
 Reason For Leaving: _____

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 Job Title: _____
 Telephone Number: _____
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 Job Title: _____
 Telephone Number: _____
 Reason For Leaving: _____

References:

Please provide 3 personal and professional reference(s) below:

Reference Name	Contact Information

AT-WILL EMPLOYMENT

The relationship between you and Grand Rapids Carvers is referred to as “employment at will.” This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or Grand Rapids Carvers. No representative of Grand Rapids Carvers has authority to enter into any agreement contrary to the foregoing “employment at will” relationship. You understand that your employment is “at will,” and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you or one of our Company Owners.

*Your signature of this application indicates that all/any statements and/or information is accurate and true to the best of your knowledge

Applicant Signature _____ Date: _____

Your signature confirms that all information listed ,and statements made, are true to the best of your knowledge.