

Southern Outdoor Company, LLC

Applicant Cover Sheet

- **Application**
 - Application must be complete and signed
 - Include Color Copy of Driver's License or ID Card
 - Include Resume (if applicable)
 - Submit to tmoore@southernoutdoorga.com
- **Interview**
 - Interview(s) may be conducted in person or via phone call
- **Conditional Offer**
 - Initial job offers are conditional and may subject to additional requirements
- **Final Offer**
 - Applicant must complete all required documents prior to beginning work
 - Change of Status Form
 - W9 or 1099
 - Direct Deposit Form (s)
 - Safety Information Form (s)
 - Safety Equipment Acknowledgment Form (s)

APPLICATION FOR EMPLOYMENT

Southern Outdoor Company, LLC
tmooore@southernoutdoorcompany.com
706-453-6120

GENERAL INFORMATION

Applications are evaluated based on individual merit. Information **MUST BE COMPLETE** so that all applications can be given equitable consideration. All qualified applicants will receive consideration for employment regardless of race, color, religion, sex, age, national origin or disability. This application must be typed or printed.

YOU MUST SIGN AND DATE YOUR APPLICATION IN INK.

INCOMPLETE APPLICATIONS MAY BE REJECTED.

RESUMES ARE NOT ACCEPTED IN LIEU OF A COMPLETED APPLICATION.

PERSONAL DATA

Date of Application _____

Position Desired _____ Hourly Rate Desired _____

Name _____
First Middle Last

Email Address _____

Address _____
Street City State Zip Code

Telephone Numbers(_____) _____ (_____) _____ (_____) _____
Cell Home Other

How did you hear of this opening? _____ Date available to begin work? _____

Give name and relationship of any relatives who are employed with Southern Outdoor Company, LLC.

Will you accept: Full-time work? Yes No Temporary work? Yes No
Part-time work? Yes No Week-end/Holiday? Yes No

Are you over 18 years old? Yes No

Are you a citizen of the U.S.? Yes No Are you legally eligible to work in the U.S.? Yes No

NOTE: If offered employment you will be required to provide documentation to verify employment eligibility. Failure to provide the requested documentation may result in a determination that the applicant is ineligible for employment in the United States.

Do you have a valid Driver's License? Yes No License # _____ State _____

Do you have a valid Commercial Driver's License? Yes No What Classification? _____

NOTE: Possession of a valid driver's license is not an essential function of all employment. Answering "No" to this question is not necessarily a disqualifier to consideration for employment. If offered employment, applicants may be required to obtain a current copy of their Motor Vehicle Records Report from the appropriate designated agency and provide it to Southern Outdoor Company, LLC.

Have you received any traffic citations in the past 3 years? Yes No
Please indicate type of offense and dates _____

Have you (since the age of 18) ever been convicted of or plead guilty or no contest to a misdemeanor? Yes No
Have you (since the age of 18) ever been convicted of or plead guilty or no contest to a felony? Yes No
If YES, describe circumstances _____

Have you ever been suspended, dismissed or asked to resign from any job? Yes No
If YES, explain in detail _____

EDUCATION

HIGH SCHOOL

Name: _____ Location: _____

Highest grade completed _____ Graduated? Yes No

If not a high school graduate, do you have a GED? Yes No

COLLEGES/UNIVERSITIES						
NAME OF SCHOOL	CITY	STATE	HRS. EARNED	QTRS. EARNED	MAJOR	DEGREE EARNED

Describe special vocational or business courses you have taken which relate to the job for which you are applying.

Special skills, qualifications, and certifications (including language skills, typing skills, and business equipment or machine operating skills) which relate to the job for which you are applying.

WORK HISTORY

Describe your work history *BEGINNING WITH YOUR CURRENT OR MOST RECENT JOB*. Include military, volunteer experience and periods of unemployment. Failure to give complete information regarding each job held will result in your disqualification. Complete address with zip code and phone numbers for all employers are necessary. A resume may be attached only as additional information and will not be accepted in lieu of completing this section.

Name of Organization or Firm	Telephone	Dates Employed: Mo/Yr - Mo/Yr
Address	City State Zip	Total Time Employed:
Official Job Title	Name of Supervisor	Pay Start End
Describe Specific Job Duties		
Specific Reason for Leaving		

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Specific Reason for Leaving		

Please use this space for additional information pertinent to your education, training and experience:

AUTHORIZATION TO RELEASE INFORMATION

I have made application for employment with Southern Outdoor Company, LLC. I authorize my former employers to give any information regarding my employment and/or any information they have regarding me, whether or not it is in their records. I hereby release them from any damage whatsoever for issuing same.

May we contact your present employer? Yes No Other _____
 You must sign the "Authorization to Release Information" statement to enable us to contact prior employers, even if we may not contact your present employer.

Date _____ Applicant's Signature _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I am aware that the falsification of this application or the omission of complete information may result in disqualification, or upon discovery, termination of employment. Southern Outdoor Company, LLC is hereby authorized to make any investigation of my prior educational history, work history, criminal history and driving history. I expressly authorize Southern Outdoor Company, LLC and/or its agencies and representatives to obtain a copy of my Motor Vehicle Record, driving history and any other record or history without further consent necessary.

Date _____ Applicant's Signature _____

Resumes, letters of reference, etc. submitted with the application become property of Southern Outdoor Company, LLC and cannot be returned.