



Gypsum Eagle ACE Hardware Employment Application

AN EQUAL OPPORTUNITY EMPLOYER

220 Cooley Mesa Rd
PO Box 3995
Eagle, CO 81631
Phone: (970) 524-2230
Fax: (888) 506-5355
Email: gm@gypsumeagleace

Date _____

Name _____
First Middle Last (Maiden if Applicable)

Present Address _____
City State Zip

How Long _____

Telephone (_____) _____ Email Address _____

If under 18, please list age _____ Social Security Number _____

Position Desired _____ Date Available _____

Employment Desired ___FULL-TIME ONLY ___PART-TIME ONLY ___SEASONAL

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Mailing address)	YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Bus. Or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? No Yes

If yes, explain the number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.



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DO YOU HAVE A DRIVER'S LICENSE? Yes No

What is your means of transportation to work? _____ Driver's License

Number _____ State of Issue _____ Operator Commercial (CDL) Chauffeur?

Expiration Date _____

SKILLS	
POS Machine	Electrical
Key Cutting Machine	Plumbing
Paint Mixing Machine	Building Construction
Word Processing	Personal Computer
Other Skills:	

Please list two references other than relatives or previous employers.

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Address _____	Address _____
_____	_____
Telephone _____	Telephone _____



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MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? Yes No | Specialty_____

Date Entered_____ Discharge Date_____

WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of employer Address City, State, Zip Code Phone Number	Name of last Supervisor	Employment Dates	Pay or Salary
		From To	Start Final
	Your Last Job Title:		
Reason for Leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company			

Name of employer Address City, State, Zip Code Phone Number	Name of last Supervisor	Employment Dates	Pay or Salary
		From To	Start Final
	Your Last Job Title:		
Reason for Leaving (be specific)			



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List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company

Do you have any physical disability we should be made aware of? (i.e. Bad Back etc.) Yes No

Drug & Alcohol Screening Authorization: My initials below indicate that I understand that prior to an employment offer I must agree to submit a drug and alcohol screening for detection of the use of illicit drugs and/or alcohol. The result will be used consistent with the employer's policy regarding illicit drugs and/or alcohol use. _____ Initials

I certify that the information contained in this application and/or any supplement thereto, is correct to the best of my knowledge and understand that any mis-statement or omission of information is grounds for dismissal in accordance with Company Policy. I authorize Gypsum Eagle ACE Hardware to contact my current or prior employers and/or the above references and request any information concerning my previous employment and any pertinent information they may have, personal or otherwise, and I expressly release ACE Hardware and all parties providing such information from any and all liability or responsibility for damage that may result from furnishing the same to you. I further understand that pre-employment reference verification may include but not limited to questions regarding theft from employees, education, and job history, criminal conviction and drug abuse history. All applications are kept on file for a period of six months.

If I am offered a position with the Company, I agree to conform to the applicable rules, regulations and policies of the Company, and acknowledge that my employment and compensation can be terminated at any time with or without cause, and with or without notice, at the option of either the Company or myself. I further understand that no representative of the Company has any authority to make any agreement contrary to the foregoing or to bind the Company for the employment of any person for any specified period of time.

Signature: _____ **Date:** _____



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Your Credit Rights As A Consumer Reviewing Your Credit

Knowing and understanding what is in your credit report is one of your most important consumer rights. If you request within 60 days of being denied credit, insurance, an employment opportunity or any other benefit, due in part to information found in your credit report, we will provide you with a copy of your report free of charge. There is a fee if you request copies for any other reason. If you have any questions concerning a credit denial, please contact that creditor.

You can receive and review your credit file any business day by applying either in person with reasonable notice and proper identification; by phone preceded by a written request and proper identification; or by any other reasonable means available and authorized by you. When appearing in person, you can be accompanied by one other individual, although you may be asked for written permission to have your credit file discussed in that person's presence.

Disputing Incorrect Information

If you disagree with any of the information in your credit report, you have the right to request TransUnion to recheck it without cost. It is our responsibility to have the source of the information reverify their records. Likewise, you may submit court papers/schedule of creditors or any other relevant information you may have to assist in resolving the dispute. We cannot accept canceled checks as proof of account status without further reverification from the creditor. Investigations will be concluded within 30 days of the day we receive your request, and a revised report, reflecting the results of the investigation, will be sent to you within five business days.

Should we be unable to resolve your dispute in the 30 days, or if the disputed information is found to be incorrect, we will send you a revised report indicating that the disputed information has been corrected.

If adverse information has been deleted from your file because it could not be verified and it is later found to be accurate, we will send you a written notice within 5 business days informing you that it has been reinserted into your file. If our investigation has not resolved the dispute, you may add a 100 word explanatory statement to your report. At your request, we will assist you in preparing the statement. If interested, you may also request a description of how the investigation was conducted along with the name, address and telephone number of any one contacted for information. **Who Has Received Your Report?**

Your credit report can be obtained only by companies that have a legally permitted use for the information. The names of those companies that have received your credit report in the past two years are shown in your credit report. If there has been a change in your credit history resulting from our investigation, or if you add a consumer statement, you may request TransUnion to send an updated report to those who received your report, within the last two years for employment purposes, or within the last one year for any other purpose.

Mailing Preference

Credit Reporting companies, such as TransUnion; occasionally provide your name to direct marketing companies offering goods and services, which would seem of interest to you. If you do not want to receive these mailings, you have the right to deny permission of the use of your name for these purposes. Simply call the toll free automated marketing Opt-out telephone line, 1- 888-567-8688. You will be prompted to give your name, address, and social security number. Your name will be removed from all of the credit bureau marketing lists.

Understanding Credit "Repair" Clinics

Many states have laws regulating the practices of companies that claim they can "repair" your negative credit information. No one can have accurate information removed. You may wish to check with you Attorney General, or local consumer protection agency before contracting or paying for credit repair services. If something on your report is incorrect, you can have it corrected at no cost by filling out the enclosed "Investigation Request Form."

Fair Credit Reporting Act

How far back does your credit history go? The Fair Credit Reporting Act allows credit-reporting agencies to list negative credit and public record information for 7 years from the date of delinquency, charge-off or placement for collection; or



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for 10 years from the date of filing chapter 7, 11, 12, or 13 bankruptcy. Our policy is to delete discharged Chapter 13 bankruptcies after 7 years. Paid tax liens are reported to 7 years from the date paid. Unpaid tax liens may be reported for an indefinite period of time.

Colorado Residents

If we investigate the information in your report at your request, you will receive an updated credit report, and another copy of this notice, to indicate that we have completed our investigation. The results of our investigation will be shown in that report. In addition to all other rights listed, you may bring an action to enforce any obligation imposed on us under Colorado Law in any court of competent jurisdiction or submitted to binding arbitration, after you have followed all dispute procedures in the Colorado law and have received this notice, in the manner set forth in the rules of the American Arbitration Association to determine whether we have met our obligations under law. No decision of an arbitrator pursuant to this provision shall affect the validity of any obligation or debt. A successful party to any such arbitration shall be compensated for the costs and attorney fees of the proceeding as determined by the court or arbitration. No consumer may submit more than one action to arbitration against any consumer-reporting agency during any 120-day period. The results of any arbitration action brought against a consumer reporting agency doing business in this state shall be communicated in a timely manner to all other consumer reporting agencies doing business in this state. If, as a result of an arbitration a determination is made in favor of the consumer, any adverse information in such consumer's file or record shall be removed or stricken in a timely manner, or the consumer may bring an action against the non-complying agency pursuant to this section, in spite of the 120 day waiting period.

Disclosure Regarding Employment Background Report

GYPSUM EAGLE ACE HARDWARE ("ACE") may obtain a consumer report and/or an investigative consumer report ("REPORT") that contains background information about you in connection with your employment (including contract for services) or employment application. If you are hired, to the extent permitted by law, ACE may obtain further reports throughout your employment without providing further disclosure or obtaining additional consent.

The REPORT may contain information about your character, general reputation, personal characteristics and mode of living. The REPORT may include, but is not limited to, credit reports and credit history information; criminal and other public records and history; public court records (e.g., bankruptcies, tax liens and judgments); motor vehicle and driving records; educational and employment history, including professional disciplinary actions; drug/alcohol test results; and Social Security verification and address history, subject to any limitations imposed by applicable federal and state law. This information may be obtained from public record and private sources, including credit bureaus, government agencies and judicial records, former employers and educational institutions, and other sources.

If an investigative consumer REPORT is obtained, in addition to the description above, the nature and scope of any such REPORT will be employment verifications and references, or personal references.

Authorization to Obtain Employment Background Report

I have read the Disclosure Regarding Employment Background Report provided by GYPSUM EAGLE ACE HARDWARE ("ACE") and this Authorization to Obtain Employment Background Report. By my signature below, I hereby consent to the preparation of background reports regarding me and the release of such reports to ACE and its designated representatives, to assist ACE in making an employment decision involving me at any time after receipt of this authorization and throughout my employment, to the extent permitted by law. To this end, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle record agency, credit bureau or other information service bureau or data repository, or employer to furnish any and all information regarding me to ACE and/or ANY THIRD PARTY PROVIDERS, and authorize any THIRD PARTY PROVIDER to provide such information to ACE. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

I acknowledge receipt of a copy of the Consumer Financial Protection Bureau's "A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT."

Initials

I received this disclosure notice, willingly signed it, and clearly understand what I have authorized (if you do not



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understand, please contact your local Ace HR Representative).

Initials

I received this authorization notice, willingly signed it, and clearly understand what I have authorized (if you do not understand, please contact your local Ace HR Representative).

Initials

Signature: _____ **Today's Date:** _____