



# Application for Employment

## PERSONAL INFORMATION

Name \_\_\_\_\_  
 First Middle Last Date

Current Address \_\_\_\_\_  
 Street City State Zip Code

Phone Number \_\_\_\_\_ Drivers License No. \_\_\_\_\_

Are you 18 years or older? Yes \_\_\_\_ No \_\_\_\_

## EMPLOYMENT DESIRED

Position \_\_\_\_\_ Date you can start \_\_\_\_\_

Temporary \_\_\_\_\_ Part Time \_\_\_\_\_ Full Time \_\_\_\_\_ Rate of expected pay? \_\_\_\_\_

Are you employed now? \_\_\_\_\_ If so, may we contact your present employer? \_\_\_\_\_

Have you ever applied to this company before? \_\_\_\_\_ Dates: From \_\_\_\_\_ to \_\_\_\_\_  
 month/year month/year

## EDUCATION

Circle highest grade completed : 1 2 3 4 5 6 7 8 9 10 11 12 College: 1 2 3 4

Last school attended \_\_\_\_\_  
 Name Address

## GENERAL

Have you ever been convicted of a felony? \_\_\_\_\_

If yes, please explain fully on a separate sheet of paper. Conviction of a crime is not an automatic bar to employment - all circumstances will be considered.

## FORMER EMPLOYERS

Start with last or current employer. If applying for a driving position, the U.S. Department of Transportation requires that the driver application shows all employment for the past three years. Driver applicants must also show commercial driver employment for the seven years immediately preceding this year period.

Dates (Mo/Yr)	Name & Address of Employer	Salary	Position	Reason for Leaving

## DRIVER EXPERIENCE AND QUALIFICATION

*Answer the questions in this section only if you are applying for a driver position*

Date of Birth \_\_\_\_\_ The U.S. Department of Transportation requires that driver applicants state their date of birth  
 (Month/Day/Year) (391.21(b)2))

Social Security Number \_\_\_\_\_

**Drivers licenses held in the past three years must be shown**

State	License No.	Class	Endorsement(s)	Expiration Date

**DRIVER EXPERIENCE AND QUALIFICATION (cont'd)**

- A. Have you ever been denied a license, permit, or privilege to operate a motor vehicle? Yes \_\_\_\_\_ No \_\_\_\_\_
- B. Has any license, permit, or privilege ever been suspended or revoked? Yes \_\_\_\_\_ No \_\_\_\_\_
- C. Have you ever been disqualified for violations of the Federal Motor Carrier Safety Regulations? Yes \_\_\_\_\_ No \_\_\_\_\_
- If you answered "yes" to A, B, C, attach a statement giving details.

**DRIVING EXPERIENCE**

Class of Equipment	Type of Equipment (Van, Tank, Flat, etc.)	Dates (From/To)	Approximate Total Miles
Straight Truck			
Tractor & Semi Trailer			
Twin Trailers - LCV's			
Other			

List states operated in during last five years \_\_\_\_\_

List special courses or training that will help you as a driver \_\_\_\_\_

List driving awards held and who awards were presented by \_\_\_\_\_

**ACCIDENT REVIEW FOR PAST 3 YEARS (Attach seperat sheet of paper if more space is needed)**

Dates	Nature of accident (Head-On, Rear-End, Overturn, etc.)	Fatalities	Injuries

**TRAFFIC CONVICTIONS AND FORFEITURES FOR THE PAST 3 YEARS OTHER THAN PARKING VIOLATIONS**

Location	Date	Charge	Penalty

**PLEASE LIST ANY OTHER SKILLS/QUALIFICATIONS THAT HAVE NOT BEEN LISTED ALREADY**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPLICANT MUST READ AND SIGN**

I certify that I have read and understood all of this employment application. It is agreed and understood that the employer or his agents may investigate my background to ascertain any and all information of concern to my employment history, whether same is of record or not, and I release employers and other persons named herein from all liability for any damages on account of furnishing such information. I understand that as an applicant for a position with this company, I may be asked to demonstrate that I am capable of performing tasks which are pertinent to the job. I also understand that if offered a job, it may be conditioned on the result of a physical examinatin and drug test.

I further certify that I am a genuine applicant for employment and this application being submitted solely for the purpose of seeking employment with the employer and no further reason.

It is also agreed and understood that under the Fair Credit Reporting Act, Public Law 91-508, I have been told that this investigation may include and investigative Consumer Report, including informtion regarding my character, general reputation, personal characteristics, and mode of living.

I agree to furnish such additional information and complete such examinations as may be required to complete my employment file. I also understand that misrepresentation or omission of any information or facts may result in rejection or dismissal. If hired, I agree to abide by all the rules and policies of the employer.

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

---

Applicant Signature

---

Date