



We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, disability, veteran status or any other legally protected status.

**** PLEASE PRINT CLEARLY ****

Position(s) applied for _____ Date ____/____/____

How did you find out about this job? _____

Why are you seeking a new job at this time? _____

Applicant Information

First Name _____ Middle _____ Last _____

Street Address _____

City / State / Zip _____ Phone (____) _____

If hired, do you have a reliable means of transportation to get to work? _____ Describe _____

Are you at least 18 years old ____ If you are under 18 years of age, can you furnish a work permit? _____

Are you legally eligible for employment in the U.S.? _____ (Proof of U.S. citizenship or immigration status is required if hired)

Have you ever been convicted of a crime? Yes No If yes, state the nature of the offense & disposition of the case. Include dates & places. (Note: The existence of a criminal record does not constitute an automatic bar to employment.)

I provide consent for a 3rd party background check

Employment Information

Are you seeking full, part or temporary employment? _____

What hours & shift(s) are you available to work? _____

What hours & shifts are you not available to work? _____

Are you currently employed? _____ If hired, when would you be able to start? _____

List any friends or relatives employed by this company? _____

Have you ever been discharged or asked to resign from any position? _____ If yes, please describe:

If applicable, please refer to the attached job description for which you are applying. Are you able to perform all these tasks with or without reasonable accommodation? ____ Please describe which tasks, if any, you will need accommodation to perform, & explain what type of accommodation you will need:

Education (Circle highest level achieved)

Elementary: 1 2 3 4 5 6 7 8

Secondary: 9 10 11 12 G.E.D.

Name of School: _____

Name of School: _____

Location: _____

Location: _____

College: 1 2 3 4 5 6 7 8

Name of School: _____ Location of School: _____

Degree & Major: _____ Minor: _____

Work History

1. Company _____ Phone Number (____) _____
Address _____ City/State/Zip _____
Date of Employment: From _____ To _____ Job Title _____
Supervisor's Name & Title _____ May we contact supervisor? Yes
Describe duties briefly: _____
Specific reason for leaving: _____

2. Company _____ Phone Number (____) _____
Address _____ City/State/Zip _____
Date of Employment: From _____ To _____ Job Title _____
Supervisor's Name & Title _____ May we contact supervisor? Yes
Describe duties briefly: _____
Specific reason for leaving: _____

3. Company _____ Phone Number (____) _____
Address _____ City/State/Zip _____
Date of Employment: From _____ To _____ Job Title _____
Supervisor's Name & Title _____ May we contact supervisor? Yes
Describe duties briefly: _____
Specific reason for leaving: _____

For references purposes: Have you worked for any of these organizations or attended school under a different name? _____ If yes, give name & organizations) _____

Authorizations & At-Will Employment Agreement

(please read carefully, then sign and date below)

I certify that I have personally completed this application. I declare that the information provided in this employment application is true and complete and I understand that any false information or significant omissions may disqualify me from further consideration for employment and may be justification for my dismissal from employment if discovered at a later date. I agree to immediately notify this company if I should be convicted of a crime while my job application is pending or during my employment, if hired.

I authorize this company to make an investigation of all information contained in this employment application and I release from liability all companies and corporations supplying such information. I understand any false answers, statements, or implications made by me on this application or other required documents shall be considered sufficient cause for denial of employment or discharge.

I specifically authorize and direct my current and former employers to supply employment-related information to this company and do hereby release my current and former employers from liability for providing information to this company.

Upon termination of my employment for whatever reason, I release this company from all liability for supplying any information concerning my employment to any potential employer.

I authorize this company, if applicable, to request a copy of my credit report, motor vehicle driving record, and any other investigative report deemed necessary through various third party sources. As required by law, upon request within a reasonable period of time, I will be notified as to the nature and scope of such investigations.

I hereby agree to submit to any drug test required of me, whether prior to my employment or if employed by this company at any time thereafter. If requested, I will take a post-job offer physical examination and my employment, in the event I receive medical treatment for any condition, including a physical, psychological, emotional, or psychiatric condition that is job-related, I hereby authorize the limited release and exchange of such medical information relating to my condition between the treatment provider and a company-designated physician.

AT-WILL EMPLOYMENT AGREEMENT I understand and agree that nothing contained in this application, or conveyed during any interview is intended to create an employment contract between the company and me. In addition, I understand and agree that if you employ me, in consideration of my employment, my employment and compensation will be at-will, for no definite period of time, and may be terminated at any time, for any reason, or for no reason at all. I understand that only the company's President is authorized to change the employment-at-will status and such a change can only be done in writing. I have read, understand, and agree to the above.

Signature : _____

Date _____

Name: (Please Print) _____