

RELYON

EMPLOYMENT APPLICATION

It is the policy of **RELYON** to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

Last Name First Name Position Applying For

Address City/State/Zip

Social Security Number Contact Phone _____

Who should be contacted if you are involved in an emergency?
Name: _____ Relationship to you: _____ Contact Phone: _____

Are you at least 18 years old? ____Yes ____No Are you eligible for employment in the United States? ____Yes ____No

If you were offered employment, when would you be available to begin work?

How will you get to work? _____ Driver's License Number _____ State? _____

Have you had any moving violations within the last seven years? ____Yes ____No

If yes, please describe _____

Are you able to perform the essential functions of the job position? ____Yes ____No

If NO, please describe reasons why:

Note: We comply with ADA and consider reasonable accommodations measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.

Applicant Employment History: List your current or most recent employment first.

Employer Name: _____ Job Title: _____ Pay rate: _____

Address: _____

Dates of Employment (Month /Year) From: _____ To: _____

Supervisor Name: _____ Phone #: _____

Job Duties: _____ Reason for Leaving: _____

Employer Name: _____ Job Title: _____ Pay rate: _____

Address: _____

Dates of Employment (Month /Year) From: _____ To: _____

Supervisor Name: _____ Phone #: _____

Job Duties: _____ Reason for Leaving: _____

Employer Name: _____ Job Title: _____ Pay rate: _____

Address: _____

Dates of Employment (Month /Year) From: _____ To: _____

Supervisor Name: _____ Phone #: _____

Job Duties: _____ Reason for Leaving: _____

Applicant’s Education and Training: List your education and training.

High School Name _____ Last Grade? ☐9 ☐10 ☐11 ☐12 Diplomas? ☐Yes ☐No

College Name _____ Did you receive a degree? ☐Yes ☐No If yes, degree received: _____

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences immediate termination.

I authorize **RELYON** to contact former employers and educational organizations regarding my employment and education. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education. I understand that if employed, my employment will not be for any fixed period of time an may be terminated by me or the company at any time. I also understand and agree that I may be expected to work on a wide variety of jobs assignments in the area and agree to accept assignments for which I am qualified as they become available. I also understand my failure to report to work will indicate I have quit. I also agree to submit to drug/alcohol screens as specified in the **RELYON** substance abuse policy.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND UNDERSTAND AND AGREE TO ITS TERMS.

Applicant’s Signature

Date

RELEASE OF CRIMINAL RECORDS

I, the undersigned, do hereby authorize **RELYON** to examine any felony conviction on file in the counties in the State of California or any other states. In doing so, I understand that I am waiving my right of confidentiality concerning my criminal history.

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (Conviction for Marijuana-related offenses that are more than two years old need not be listed.) ☐Yes ☐No

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

Applicant’s Signature

Date