

APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability, or national origin.

PERSONAL INFORMATION

Date _____

Name _____
Last First Middle

Present Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Telephone Numbers _____ Social Security Number _____

Referred By _____

Does your visa/immigration status allow you to work in the United States? Yes No

Are you 18 years of age or older? Yes No

EMPLOYMENT DESIRED

Position _____ Date you can start _____ Salary Desired _____

Times you are available to work _____

Have you ever applied to this company before? Yes No When? _____

EDUCATION	Name & Location of School	# of Years	Did You	Subjects Studied & Degree(s) Received
		Attended	Graduate?	
Grammar School				
High School				
College				
Trade, Business, or Correspondence School				

GENERAL

Subjects of special study (Permits, Certifications, Licenses, etc) _____

Special skills _____

Any extra comments _____

REFERENCES (Give the names of three persons not related to you, whom you have known at least one year.)

Name	Address	Phone #	Business	# Years

EMPLOYERS (List below your last four employers, starting with the last/current one.)

Month & Year	Name & Address of Employer	Phone #	Salary	Position	Reason for Leaving
From					
To					
From					
To					
From					
To					
From					
To					

Which of these jobs did you like best? _____

What did you like most about this job? _____

May we inquire of your current employer? Yes No

AUTHORIZATION

If you are to be hired by the company, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. Your cannot be hired if you cannot comply with these requirements.

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the company.

I understand that any employment is conditioned on a background and criminal history check. I authorize the company to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the company, without giving me prior notice of such disclosure. In addition, I release the company, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the company. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative, other than a corporate officer, and then only when in writing and signed by the officer, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the company unless made in writing.

If I am offered employment, I agree to submit to a medical examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the company and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to the company the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug test, and if I am hired, a condition of my employment will be that I abide by the company's Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate the company to hire me. If hired, I agree to abide by all company work rules, regulations, policies, and procedures. The company retains the right to revise its policies or procedures, in whole or in part, at any time.

Date _____ Signature _____