

# Application for Employment

**We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability, or any other legally protected status. It is our intention that all qualified applicants be equal opportunity and that selection decisions be based on job-related factors.**

*Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based on non-job-related information.*

Position Applied for \_\_\_\_\_ Today's Date \_\_\_\_\_

Are you seeking:  Full-time  Part-time  Temporary/Seasonal

When can you start work? \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name MI

\_\_\_\_\_  
Present Street Address City/State Zip Code

\_\_\_\_\_  
Present Mailing Address if different than above

E-mail address: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ Message Phone Number: \_\_\_\_\_

Are you 18 years of age or older?.....Yes  No   
*(If you are hired you may be required to submit proof of age.)*

If hired, can you furnish proof you are eligible to work in the U.S.? Yes  No

Have you ever applied here before.....Yes  No

Were you ever employed here.....Yes  No

Do any of your friends or relatives work here... Yes  No

If yes, Name and Relationship \_\_\_\_\_

Do you have a valid Driver's License?..... Yes  No

For Driving Jobs Only:

Driver's License Number \_\_\_\_\_ State \_\_\_\_\_

State any other additional information you feel may be helpful to us in considering your application.

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Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied?  Yes  No

**EMPLOYMENT EXPERIENCE-Must be completed.**

Do not state "See Resume"

*Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status. Veteran's Credit Applicable.*

Employer	Dates Employed		Work Performed
City/State	Month / Year to	Month / Year	
Telephone Number(s)			
Job Title	Supervisor		
Reason for leaving			

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**Please read each statement carefully before signing.**

I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I authorize and agree to cooperate in a thorough investigation of all statements made herein and other matters relating to my background and qualifications. I understand that any investigation conducted may include a request for employment and educational history, credit reports, consumer reports, Investigative Consumer Reports, driving record and criminal history. I authorize any person, school, current and former employer, consumer reporting agency, and any other organization or agency to provide information relevant to such investigation and I hereby release all persons and corporations requesting or supplying information pursuant to such investigation from all liability or responsibility to me for doing so. I understand that I have the right to make a written request within a reasonable period of time for complete disclosure of the nature and scope of any investigation. I further authorize any physician or hospital to release any information which may be necessary to determine my ability to perform the job for which I am being considered or any future job in the event that I am hired.

I understand that compliance with the Company's Code of Conduct is a condition of my employment.

I have read, understand, and by my signature consent to these statements.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_