



APPLICATION FOR EMPLOYMENT An Equal Opportunity Employer

This organization participates in E-Verify.

We do not discriminate on the basis of race, color, religion, national origin, sex, gender identity, sexual orientation, age, disability, veteran status, or genetic information. It is our intention that all qualified applicants are given equal opportunity and that selection decisions are 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. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on back of application. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

Job Applied For: _____ Today's Date: _____

Are you seeking: Full-time Part-time Temporary employment? When could you start work? _____

Last Name First Name Middle Name

Telephone Number Email Address

Present Street Address City State Zip Code

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 If yes, when? _____

Were you ever employed here? Yes No If yes, when? _____

Referral Source: _____

What is the rate of compensation you are seeking? _____

Are you now or do you expect to be engaged in any other business or employment? Yes No

If yes, please explain: _____

For Driving Jobs Only: Do you have a valid driver's license Yes No

Driver's License Number: _____ Class of License: _____



List professional, trade, business or civic activities and offices held. (Exclude labor organizations and memberships which reveal race, color, religion, national origin, sex, age, disability or other protected status.)

List name of School	Number of Years Completed	Diploma/ Degree/ Certificate
High School: _____		
College: _____		
Vocational or Technical: _____		

What skills or additional training do you have that are related to the job for which you are applying? _____

What machines or equipment can you operate that are related to the job for which you are applying? _____

Travel, Hours & Attendance

Will you travel anywhere inside the state if the job requires it? ***** Yes No

Will you travel anywhere outside the state if the job requires it? ***** Yes No

Are you able to meet the attendance requirements of the position? ***** Yes No

Will you work overtime if required? ***** Yes No

Will you work Saturdays if the job requires it? ***** Yes No

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references.

NAME OF EMPLOYER		JOB TITLE AND DUTIES	
ADDRESS			
CITY, STATE, ZIP CODE		DATES OF EMPLOYMENT: From Month Year	To Month Year
SUPERVISOR	TELEPHONE	REASON FOR LEAVING	



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ADDRESS			
CITY, STATE, ZIP CODE		DATES OF EMPLOYMENT: From Month Year	To Month Year
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Have you worked or attended school under any other name? Yes No

If yes, give names: _____

Are you presently employed? Yes No

If yes, may we contact your present employer? Yes No

Have you ever been fired from a job or asked to resign? Yes No

If yes, please explain: _____

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

Can you perform the essential functions described in the job description with or without a reasonable accommodation? Yes _____ No _____.

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that if I am employed, any misrepresentation, concealment or material omission by me on this application will be sufficient cause for cancellation of the application or immediate discharge from the employer's service, whenever it is discovered.

I give the employer the right to contact and obtain information from all references, employers, education institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering and using such information. I also hereby release from liability all other persons, corporations or organizations for furnishing such information.

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This application is current for only 30 days. If I am not selected for employment consideration by the conclusion of this time, I understand that it will be necessary to fill out a new application if I still wish to be considered for employment.

I understand that if I am hired, my employment shall be "at will". If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the employer, other than an authorized officer, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer. Any salary figures provided to an employee in annual or monthly terms are stated for the sake of convenience or to facilitate comparisons and are not intended and do not create an employment contract for any specific period of time.

If employed, I agree to read the Employee Handbook and comply with all company rules, regulations and policies, whether set forth in the Employee Handbook or otherwise, I further acknowledge that the Employee Handbook does not create or constitute an employment contract. The company, in its sole discretion, may amend, change, modify or delete the Employee Handbook or its rules, regulations and policies at any time.

I understand that the Company is an equal opportunity employer and that they consider applicants for all positions without regard to race, color, religion, sex national origin, age, marital status, or disability, or any other protected classes as defined by federal, state, or local law.

I recognize that in the event I am hired, then by virtue of my employment, I may acquire confidential information, including trade secrets and proprietary data, regarding the affairs and business plans of the Company, all of which I agree to hold in trust and confidence during and following my employment. I agree that upon termination of my employment, I will return all Company property and written documents I my possession.

I also understand that if an offer of employment is made to me, a precondition of hire will be to provide proof of identity and legal work authorization, execute an Employee Invention, Confidential Information and Non-solicitation Agreement.

I understand I may be required to successfully pass a drug screening examination. I hereby consent to a pre and/or post employment drug screen as a condition of employment, if required.

By signing below I also represent and warrant to the Company that I am not contractually obligated to another company by a non-competition or other type of restrictive agreement.

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

Signature: _____ Date: _____