

Applicants for employment are considered without regard to race, religion, color, national origin, citizenship, age, sex disability, sexual orientation, or veteran's status. The Company may, however, conduct a background check including criminal and credit check. The Company is an Equal Opportunity Employer. The Company also reasonably accommodates individuals with disabilities.

PLEASE PRINT IN BLACK INK AND COMPLETELY ANSWER ALL QUESTIONS

Position Applied For: _____

Date: _____

PERSONAL DATA

Last Name _____ First Name _____ Middle Name _____

Street Address _____ City _____ State _____ Zip Code _____

(_____) _____ (_____) _____
Home Telephone _____ Cellular Telephone _____ E-mail _____

Are you legally authorized to work in the United States? Yes No
(Proof of citizenship or immigration status may be required upon employment.)

Employment Desired: Full-Time Part-time Temporary

Have you previously worked at the Company? Yes No

Are you able to perform the requirements of this job as have been described? Yes No
If "no," please explain whether accommodations can be made. _____

Do you have a reliable form of transportation? Yes No

If accepted, when will you be available? _____

Do you have any objection to working overtime if necessary? Yes No
If "yes," please explain. _____

If applying for a position as a driver, please complete the following:

Drivers License Number _____ State _____

Do you have any points on your driving record in the last three years? Yes No

If yes, how many points? _____

List tickets received in the last three years:

Date: _____ Violation: _____

Date: _____ Violation: _____

Date: _____ Violation: _____

CRIMINAL HISTORY

Your answer should include any misdemeanor or felony.

Have you ever been convicted of a crime? Yes No

If "yes," please explain. _____

This Company will not deny employment to any applicant solely because the applicant has been arrested, charged with a crime and/or convicted of a crime. The Company may, however, consider the nature, date and circumstances of the offense as well as whether the offense is relevant to the duties of the position.

The applicant agrees that the Company may perform a background check of the applicant in connection with this application.

EDUCATION AND TRAINING

Type of School	Name of School	Location (complete address)	Years Completed	Degree Earned
High School				
College				
Graduate School				

Business or Trade School				
Professional School				

Please list any other special skills you may have, e.g. fluency in other languages, licenses, special training required for the position for which you are applying, etc.

WORK EXPERIENCE AND REFERENCES

Please list your work experience beginning with your most recent job. If you were self-employed, give firm name. Attach additional sheets if necessary.

Employer	Dates Employed	Work Performed Annual Pay:
Address	Supervisor	
Job Title	Reason for leaving	
Employer	Dates Employed	Work Performed Annual Pay:
Address	Supervisor	
Job Title	Reason for leaving	

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Address	Supervisor	
Job Title	Reason for leaving	
Employer	Dates Employed	Work Performed Annual Pay:
Address	Supervisor	
Job Title	Reason for leaving	

Please identify two personal references:

Name: _____	Name: _____
Phone: _____	Phone: _____
Address: _____	Address: _____
Relationship: _____	Relationship: _____

MILITARY INFORMATION

Complete the following section only if you served in the military.

Branch of Service: _____

Dates of Service: From: _____ To: _____

Rank at Discharge: _____

Date of Discharge: _____

Were you honorably discharged? Yes No

If "no," please explain: _____

Describe any military skills, training or experiences you believe are relevant to your application:

PLEASE READ CAREFULLY

I hereby authorize the Company to contact all previous employers, educational institutions and references listed in this application. I hereby release the Company from liability for seeking, gathering or obtaining information from my previous employers, educational institutions and references, and using such information to make employment decisions.

I certify that all of the information I provided in this application is true and correct. I understand that any material misrepresentation or omission made by me on this application will be sufficient cause for cancellation of this application or, if I am employed by the Company, immediate termination of my employment, whenever such misrepresentation or omission may be discovered.

I acknowledge that this application does not constitute an employment agreement and that the position for which I am applying is an at-will employment position. I agree that, if I am hired by the Company, there will be no specified length of employment. Accordingly, either I or the Company would be able to terminate my employment at will, with or without cause, at any time, so long as there is no violation of applicable law.

I understand that, if I am hired, I will be required to provide satisfactory proof of identity and legal work authorization. I agree that failure to promptly submit such proof shall result in immediate termination of employment.

I understand that the Company provides certain benefits to its employees. I acknowledge that the Company may unilaterally determine to change or revise its benefits, policies and/or procedures, subject to applicable law, and that such changes may result in a reduction of benefits.

I acknowledge that the Company is a drug-free workplace and that, if I am hired, I may be required to undergo a pre-employment drug screening. I agree that failure to promptly submit to such drug screening, or failure of such drug screening, shall result in immediate termination of my employment.

I understand that, in connection with the routine processing of employment applications, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

Signature: _____

Print name: _____

Date: _____