

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

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

Answer each question fully and accurately. No action can be taken on this application until you have answered all questions. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for the signature on back of application. In reading and answering the following questions, be aware that none of the questions intends 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	Contact Number	
Physical Street Address		City	State	Zip Code
Mailing Street Address (if different)		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)

Have you ever applied here before? Yes No If yes, when? _____

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

Have you ever been convicted of any law violation? (Include any plea of "Guilty" or "No Contest". Exclude minor traffic tickets)
Yes No

If yes, please give details (A conviction will not necessarily disqualify an applicant for employment.) _____

Do you have a valid driver's license? Yes No Driver's License Number _____ Class _____ State _____

Education History:

	Name & Location	Years Attended	Did you graduate?	Subjects Studied
<i>High School or GED</i>			YES / NO	
<i>College or University</i>			YES / NO	
<i>Vocational or Technical</i>			YES / NO	

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

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

Former Employers: (List below last four employers, starting with last one first)

<i>Date Month & Year</i>	<i>Name & Address of Employer</i>	<i>Salary</i>	<i>Position</i>	<i>Reason for leaving</i>
From				
To				
From				
To				
From				
To				
From				
To				

Are you presently employed? Yes No

If yes, may we contact your employer? Yes No Contact Name/Number: _____

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

<i>Name</i>	<i>Address</i>	<i>Phone</i>	<i>Years Known</i>

Authorization

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers and organizations to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

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.

I understand that if I am extended an offer of employment it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do work for which I am applying.

I UNDERSTAND THAT THIS APPLICATION, VERBAL STATEMENTS BY MANAGEMENT, OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE AN EXPRESS OR IMPLIED CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINE PERIOD OF TIME. ONLY THE PRESIDENT OF THE ORGANIZATION HAS THE AUTHORITY TO ENTER INTO AN AGREEMENT OR EMPLOYMENT FOR ANY SPECIFIED PERIOD AND SUCH AGREEMENT MUST BE IN WRITING, SIGNED BY THE PRESIDENT AND THE EMPLOYEE. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME WITH OR WITHOUT REASON AND WITH OR WITHOUT NOTICE."

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

Signature

Date