



## APPLICATION FOR EMPLOYMENT

### THIS IS A DRUG FREE WORKPLACE

This organization does not discriminate in hiring or employment on the basis of race, color, religion, national origin, sex, disability, protected veteran's status, on the basis of age against persons who are forty years of age or over, or on the basis of any other legally impermissible reason.

**PLEASE PRINT: All blanks must be completed; "see resume" is not permissible.**

<b>ID EN TI FI CA TI ON</b>	LAST NAME		FIRST NAME		MIDDLE NAME		OTHER NAMES USED (do not include nicknames)		
	PREFERRED NAME		CURRENT STREET ADDRESS		CITY		STATE	ZIP CODE	
	HOME TELEPHONE NUMBER ( )		MOBILE PHONE NUMBER ( )		EMAIL ADDRESS		Referred by		
	Have you resided at your current address for the past seven (7) years? <input type="checkbox"/> YES <input type="checkbox"/> NO If not, list your addresses for the past seven (7) years.								
	PREVIOUS HOME ADDRESS (No., Street, Apt. No.)			CITY	STATE	ZIP CODE	COUNTY	FROM (MM-YY) / TO (MM-YY)	
	PREVIOUS HOME ADDRESS (No., Street, Apt. No.)			CITY	STATE	ZIP CODE	COUNTY	FROM (MM-YY) / TO (MM-YY)	
	How did you hear about our company?								
	Do you have any relatives who currently work for our company or an affiliated company? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, please identify them below:								
	Name of relative____Location____Current Role _____				Name of relative____Location____Current Role _____				

<b>PE RS ON AL</b>	Have you ever been convicted of any criminal offence? <input type="checkbox"/> YES <input type="checkbox"/> NO (Conviction will not necessarily disqualify an applicant from employment.) If YES, please provide date, city & state, date and details of conviction.							
	CALIFORNIA APPLICANTS ONLY: Applicant may omit marijuana-related convictions if such convictions are more than two (2)							
	Have you ever been bonded? <input type="checkbox"/> YES <input type="checkbox"/> NO				Have you ever been refused a bond? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	If refused bond, give name of employer.							
	What position are you applying for?						Date available to start:	
	FULL-TIME <input type="checkbox"/> YES <input type="checkbox"/> NO		PART-TIME <input type="checkbox"/> YES <input type="checkbox"/> NO		SHIFTWORK <input type="checkbox"/> YES <input type="checkbox"/> NO			
	Are you under 18 years of age? <input type="checkbox"/> YES <input type="checkbox"/> NO				Can you travel if your job requires it? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	<b>Foreign Language Skills:</b> Please specify language and level of proficiency for each (Basic, Moderate, Fluent). SPEAK: READ: WRITE:							
	<b>Software Applications:</b> Please list software applications and level of proficiency for each (Beginner, Intermediate, Expert).							

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<b>EDUCATION</b>	SCHOOL NAME	CITY, STATE, ZIP CODE	MAJOR/MINOR	DATES	DEGREE
	HIGH SCHOOL/GENERAL EDUCATION DEVELOPMENT INSTITUTION			NOT REQUIRED	<input type="checkbox"/> DIPLOMA <input type="checkbox"/> GED <input type="checkbox"/> NONE
	UNDERGRADUATE COLLEGE				
	GRADUATE COLLEGE				
	PROFESSIONAL TRADE, BUSINESS, TECHNICAL, OR OTHER				
Describe any other job-related training received in the United States Military, military services from other countries, or other job-related skills, certificates, licenses and other qualifications acquired from employment or other experience.					
List academic, professional, trade, business or civic activities and offices held. You may exclude memberships which may reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.					

<b>REFERENCES</b>	PERSONS FAMILIAR WITH YOUR WORK OR ACADEMIC		PLEASE LIST THREE PROFESSIONAL REFERENCES.	
	NAME	POSITION AND COMPANY	EMAIL ADDRESS	TELEPHONE NUMBER ( )
				( )
				( )

<b>EMPLOYMENT DATA</b>	LAST TWO EMPLOYERS BEGINNING WITH PRESENT OR MOST RECENT		
	NAME AND ADDRESS OF CURRENT OR LAST EMPLOYER <i>(include street address, city &amp; state, and zip code)</i>	TELEPHONE ONE ( )	SUPERVISOR NAME AND TITLE
		STARTING PAY RATE	EMPLOYED FROM MO/YR
	YOUR JOB TITLE	FINAL PAY RATE	EMPLOYED TO MO/YR
	WORK PERFORMED	REASON FOR LEAVING	
	If still employed, may we contact your current employer? <input type="checkbox"/> YES <input type="checkbox"/> NO		
	NAME AND ADDRESS OF EMPLOYER <i>(include street address, city &amp; state, and zip code)</i>	TELEPHONE ONE ( )	SUPERVISOR NAME AND TITLE
		STARTING PAY RATE	EMPLOYED FROM MO/YR
	YOUR JOB TITLE	FINAL PAY RATE	EMPLOYED TO MO/YR
	WORK PERFORMED	REASON FOR LEAVING	

### NOTICE AND ACKNOWLEDGEMENT CONCERNING DRUG-TESTING POLICY

This is to inform you that the Company will conduct testing where permitted to identify job applicants who may be using illegal drugs and current employees who may be under the influence of illegal drugs and/or alcohol in the workplace. You have the right to refuse to undergo testing. However, an applicant's refusal to undergo testing will result in the termination of the pre-employment selection process, and an associate's refusal to undergo testing will result in disciplinary action up to and including discharge. An applicant who fails a test will not be hired and an associate who fails a test will be subject to disciplinary action up to and including discharge.

Acknowledgement: I have read and understand the above written notice.

\_\_\_\_\_  
PRINTED NAME OF APPLICANT

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

### READ THOROUGHLY BEFORE SIGNING

I certify that all information contained in this Application for Employment is true and complete. Any incorrect or misleading statement(s) will render this application void. I understand that this application will remain in effect for 90 days from the date it is submitted. I must renew my application to be considered for other job openings after 90 days. I understand that completion of this application does not constitute an offer or promise of employment. I authorize the Company to contact my References and understand that, as a condition of employment, the Company will require successful completion of a background check that complies with the Company's pre-employment screening policies. I have or will be provided a Background Investigation Release form which contains a disclosure under the Fair Credit Reporting Act and Associate's authorization and general release under FCRA which I have read/will read before signing.

In the event of my appointment to a position, I shall comply with all company policies and procedures. It is understood and agreed that any misrepresentation, omission or false statement that I make in this application will be sufficient cause for the Company to withdraw an offer of employment and/or terminate my employment.

If hired, I will be an At-Will employee and understand that my employment can be terminated by either party at any time with or without cause or notice.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE