



APPLICATION FOR EMPLOYMENT

Position Desired: _____ Part time Full time Date: _____

Name: _____ Phone: _____
 (Print) Last First Middle

Present Address: _____
 Street City State Zip

How long have you lived there? _____ Email: _____

Previous Address: _____

How long did you live there? _____

Have you ever worked for this Company before? Yes No

If yes, please give date(s) and position: _____

Have you ever pled guilty, or no contest to, or been convicted of a felony or misdemeanor? Yes No

If Yes, please give the date(s) and details: _____

Have you been arrested for any matters for which you are out on bail or on your own recognizance pending trial?
 Yes No If Yes, please give the date(s) and details: _____

Note: Answering "Yes" to these questions does not constitute an automatic bar to employment.

RECORD OF PREVIOUS EMPLOYMENT

Please list the names of your present and/or previous employers in chronological order with present or last employer listed first. Be sure to account for all periods of time including military service and any period of unemployment. (Add additional page if necessary)

Company Name	Telephone
Address	Employed (month & year)
Name Of Supervisor	From _____ To _____ Weekly Pay
Job Title And Description	Start _____ Last _____ Reason For Leaving

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Have you ever been terminated or asked to resign from any job? Yes No

If Yes, please explain circumstances: _____

Please fully explain any gaps in your employment history: _____

May we contact your current employer? Yes No If No, please explain: _____

Please indicate any actual experience, special training and qualifications that you have which you feel are relevant to the position for which you are applying: _____

If hired, can you furnish proof that you are over 18 years of age? Yes No

Are you capable of satisfactorily performing the essential job duties required of the position for which you are applying? Yes No

Do you have adequate transportation to and from work? Yes No

How many days of work have you missed in the last three years due to reasons other than paid holidays and vacation?

_____ Year _____ Number of Days
 _____ Year _____ Number of Days
 _____ Year _____ Number of Days

EDUCATION

School Name	Years Completed	Diploma or Degree	Course of Study Or Major	Specialized Training, Experience, Skills and Activities
High School	9 10 11 12			
College/University	1 2 3 4			
Graduate/Professional	1 2 3 4			
Other				

PERSONAL REFERENCES

Please list persons who know you well – not previous employers or relatives.

Name	Occupation	Address	Telephone Number	Number Of Years Known

APPLICANTS STATEMENT & AGREEMENT

In the event of my employment to a position in this Company, I will comply with all rules and regulations of this Company. I understand that the Company reserves the right to require me to submit to a test for the presence of drugs in my system prior to employment and at any time during my employment, to the extent permitted by law. I also understand that any offer of employment may be contingent upon the passing of a physical examination and a test for the presence of alcohol in my system, performed by a doctor selected by the Company. Further, I understand that at any time after I am hired, the Company may require me to submit to a physical examination and an alcohol test, to the extent permitted by law. I consent to the disclosure of the results of any physical examination and related tests to the Company. I also understand that I may be required to take other tests such as personality and honesty tests, prior to employment and during my employment. I understand that should I decline to sign this consent or decline to take any of the above tests, my application for employment may be rejected or my employment may be terminated. I understand that bonding may be a condition of hire. If it is, I will be so advised either before or after hiring and a bond application will have to be completed.

I understand that the company may investigate my driving record and my criminal record and that an investigative consumer report may be prepared whereby information is obtained through personal interviews with my neighbors, friends, personal references, and others with whom I am acquainted. This inquiry includes information as to my character, general reputation, personal characteristics and mode of living. I understand that I have the right to make a written inquiry within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. I further understand that the Company may contact my previous employers and I authorize those employers to disclose to the Company all records and information pertinent to my employment with them. In addition to authorizing the release of any information regarding my employment, I hereby fully waive any rights or claims I have or may have against my former employers, their agents employees and representatives, as well as other individuals who release information to the Company, and release them from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me. I authorize the persons named herein as personal references to provide the Company with any pertinent information they may have regarding myself.

I hereby state that all the information that I provided on this application or any other documents filled out in connection with my employment, and in any interview is true and correct. I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that if I am employed and any such information is later found to be false or incomplete in any respect, I may be dismissed. I understand if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 Form in this regard.

I agree not to use or disclose outside my employment with the Company any confidential information, trade secret, or proprietary information, whatever its form, obtained in connection with my employment with the Company.

I understand that in the course of my employment, I may be issued company property such as uniforms, equipment, etc., and may be granted privileges such as check cashing and pay advance. Equipment breakage, etc., due to negligence, may result in money owed to the Company. I understand and agree that if I am hired, upon my termination, any amount owed to the Company for any reason will be deducted from my final check.

If hired, I agree as follows: My employment and compensation is terminable at will, is for no definite period, and my employment and compensation may be terminated by the Company (employer) at any time and for any reason whatsoever, with or without good cause at the option of either the Company or myself. No implied, oral, or written agreements contrary to the express language of this agreement are valid unless they are in writing and signed by the President of the Company. No supervisor or representative of the Company, other than the President of the Company has any authority to make any agreements contrary to the foregoing. This agreement is the entire agreement between the Company and the employee regarding the rights of the Company or employee to terminate employment with or without good cause, and this agreement takes the place of all prior and contemporaneous agreements, representations, and understanding of the employee and the Company.

Do not sign until you have read the above statement & agreement. If you have any questions regarding this statement, please ask a Company representative before signing.

I hereby acknowledge that I have read the above statements and understand the same.

APPLICANT SIGNATURE _____ **DATE** _____