

EMPLOYMENT APPLICATION
AN EQUAL OPPORTUNITY EMPLOYER

PERSONAL DATA

LAST NAME	FIRST	MIDDLE INITIAL
HOME ADDRESS STREET		SOCIAL SECURITY NUMBER
CITY	STATE	ZIP
TELEPHONE NUMBER (S)		Under the Immigration Reform and Control Act of 1986 the Company is required to examine documentation which indicate that an individual is authorized to work in the United States.
1. ()	2. ()	
		Are you legally authorized to work in the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO Are you 18 years of age or over? <input type="checkbox"/> YES <input type="checkbox"/> NO

EMPLOYMENT

WHICH POSITION(S) ARE YOU APPLYING FOR: _____ DATE OF APPLICATION _____ / ____ / ____

The following conditions may be required at some point in a job assignment. If required, would you be willing to work:

- | | | | |
|---|--|------------------------------|--|
| A. Shift Work | <input type="checkbox"/> YES <input type="checkbox"/> NO | B. Rotational work schedule? | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| C. Work schedule other than Monday thru Friday? | <input type="checkbox"/> YES <input type="checkbox"/> NO | D. Overtime work? | <input type="checkbox"/> YES <input type="checkbox"/> NO |

Please indicate your hours of availability below:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Are you able to perform the essential functions of the job for which you are applying? YES NO
If no, describe the functions that cannot be performed. _____

Note: The Company considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform the essential functions of the job applied for.

Have you ever been employed by the Company? YES NO
If yes, please give dates: From: ____ / ____ / ____ To: ____ / ____ / ____ Position: _____
How were you referred to the Company? _____

EDUCATION AND TRAINING

Type of School	Name and Address of School	Years Completed				Graduated		Type of Degree Diploma or Certificate	Major/Minor Field of Study
		1	2	3	4	YES	NO		
High School									
College or University									
Other Education									

SECURITY DATA

Have you ever been convicted of a criminal offense (felony or misdemeanor)? YES NO

NOTE: THE EXISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT. Exclude from your response minor traffic violations, misdemeanor marijuana convictions that occurred more than two years ago, offenses for which you were referred to, and participated in, any pre-trial or post-trial diversion programs, or any other convictions that have been sealed, expunged, or statutorily eradicated, such as certain juvenile offense records. The Company, however, may consider the nature, the date and circumstances of the offense as well as whether the offense is relevant to the duties of the job applied for.

If yes, please state the date of conviction, the county and state, and the nature and disposition of the case. _____

Are you currently out on bail, the subject of a current warrant for arrest, or released on your own recognizance pending trial? YES NO

EMPLOYMENT INFORMATION

Please list your job history for the past 10 years (or last 5 employers). Start with your present status and note any periods in which you were not employed. Include U.S. military service, summer/part-time jobs, and cooperative education assignments. If you need more space, please attach an additional sheet.

Employer Name and Address	Dates Employed Month/Year	Base Rate of Pay	Position Title and Description of Duties	Reason for Leaving
	From	Starting \$ Per		
	To	Final \$ Per	Supervisor: _____	
TELEPHONE ()				
	From	Starting \$ Per		
	To	Final \$ Per	Supervisor: _____	
TELEPHONE ()				
	From	Starting \$ Per		
	To	Final \$ Per	Supervisor: _____	
TELEPHONE ()				
	From	Starting \$ Per		
	To	Final \$ Per	Supervisor: _____	
TELEPHONE ()				

REFERENCES

Name	Phone Number	Personal/Professional	How Long Known?

PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY

1. I authorize the Company to investigate all statements in this application and secure any relevant information from the persons listed. I also authorize the employers, schools, or persons named above to provide information on my employment, education, character and qualifications, and hereby release them from all liability.
2. I understand and acknowledge that:
 - A) This application is correct and complete to the best of my knowledge and belief. Any misrepresentation or deliberate omission of fact in my application may be justification for refusal of, or if employed, termination from the Company's employment.
 - B) Although management makes every effort to accommodate individual preferences, business needs may at times make the following conditions mandatory: overtime, shift work, a rotating work schedule, or a work schedule other than Monday through Friday. I understand and accept these terms as conditions of my continuing employment.
 - C) This is an application and not a contract of employment. If hired, my employment relationship with the Company will be terminable at-will by me or by the Company at any time, with or without notice, with or without cause.
 - D) This application is current for only 30 days. At the conclusion of this time, if I have not heard from Company and still wish to be considered for employment, it will be necessary to fill out and submit a new application.
 - E) I understand that applicants may be tested for illegal drugs or alcohol according to the procedures permitted by applicable law and must pass in order to be considered eligible for employment. I further understand that my refusal to take a lawful test or sign related documentation permitted by law will result in the rejection of my application.
 - F) I understand that within the timeframe required by law, I must provide proof of identity and legal authorization to work in the United States as required by federal immigration laws.

SIGNATURE OF APPLICANT

DATE

The Company does not discriminate in hiring or employment on the basis of race, color, religious creed, national origin, sex, sexual orientation, age, disability or medical condition, marital status, or veteran status.