

References

List 3 references. Do not list relatives, domestic partners, or former employers.

Name: _____ Occupation: _____

Address: _____

Phone Number: _____ Dates Known: _____

Name: _____ Occupation: _____

Address: _____

Phone Number: _____ Dates Known: _____

Name: _____ Occupation: _____

Address: _____

Phone Number: _____ Dates Known: _____

Employment History

Have you ever been involuntarily terminated or asked to resign from employment? Yes or No

If so, give the name of the employer, dates of employment, position held, name of supervisor, and reason for termination/resignation request: _____

Have you ever been counseled, disciplined, terminated, or asked to resign as a result of reported workplace harassment, fighting/assault, violation of safety rules, or other inappropriate conduct? Yes or No
If so, give the name of employer, date, and description of the incident. _____

List your complete employment history, including military service, starting with your present status and gaps of unemployment.

Name of Employer: _____ Position Held: _____

Salary, supervisor, & dates: _____

Address: _____

Phone Number: _____ Reason for Leaving: _____

Name of Employer: _____ Position Held: _____

Salary, supervisor, & dates: _____

Address: _____

Phone Number: _____ Reason for Leaving: _____

Name of Employer: _____ Position Held: _____

Salary, supervisor, & dates: _____

Address: _____

Phone Number: _____ Reason for Leaving: _____

Professional Certifications

List all professional licenses, certifications, etc., that may be related to the position you are applying for, and list dates issued and name of organization granting the license, certification, etc.

List and describe any special skills, second languages, or other training you have that may be related to your employment.

Criminal History

Have you ever been convicted of (or pleaded guilty or no contest to or paid a fine for) ANY criminal offense of ANY type whatsoever (this includes but is not limited to felonies, misdemeanors, DWI, hunting offenses, domestic violence, violation of city or county ordinances)? Yes or No

If so, list all offenses, dates of conviction/plea, county/city/state of conviction: _____

Important Information

I certify that the information provided on this application form, along with all other information I have provided to the company, is accurate and complete. I understand that any misrepresentations or omissions will be cause for not hiring me or for terminating my employment once hired. I understand that the company will undertake, and I authorize the company to undertake, any investigation it deems necessary in considering me for employment or, if hired, my continued employment. I expressly authorize any present or former employer, school, college, or university, utility company, credit or finance bureau, personal reference, chief law enforcement officer, any member of local, state, or federal law enforcement agency, or any other person, to give the company any information (written or oral) or records concerning me or my qualifications, employment (including but not limited to the reasons for my termination), credit, reputation, mode of living, education, or criminal record. I unconditionally release the company and its representatives and agents and all persons from whom they request information from any and all liability relating to such request for information or any information provided.

I understand that, if hired, my employment will be strictly "at-will." That means that my employment is for an indefinite period and that either the company or I may terminate the employment at any time, for any or no reason, with or without notice. I further understand that no verbal statement or statement in any company policy or procedure manual, employee handbook, or other documents shall be construed to have altered the at-will nature of my employment. No company manager or representative shall be authorized to make any representations to the contrary.

I understand that this application will be active only for the specific position identified above and only during the period the company is seeking to fill the current opening(s), and that any job offer, or if hired, my continued employment , may be conditioned upon a medical examination and/or alcohol or drug testing.

Signature

Date