



Circle highest grade complete: 5 6 7 8 9 10 11 12      College: 1 2 3 4 5 6

**EDUCATION**

High School Name \_\_\_\_\_ Name \_\_\_\_\_

City/State \_\_\_\_\_ City/State \_\_\_\_\_

Last year attended \_\_\_\_\_ Graduate? Yes \_\_\_ No \_\_\_      Last year attended \_\_\_\_\_ Graduate? Yes \_\_\_ No \_\_\_

Course of study \_\_\_\_\_ Course of study \_\_\_\_\_

Grades: Above avg \_\_\_\_\_ Average \_\_\_\_\_ Below avg \_\_\_      Grades: Above avg \_\_\_ Average \_\_\_ Below avg \_\_\_

GED: Yes \_\_\_\_\_ No \_\_\_\_\_

**JOB SKILLS EXPERIENCE**

Indicate below job skills you've acquired and equipment you can operate. Include time of experience.

Skill	Amt exper	Skill	Amt exper	Equip	Amt exp	Skill	Amt exp
Building		Cust Serv		Cdl driver		Power tool	
Hardware		Dispatch		Forklift		Calculator	
Millwork		Accounting		Computer			
Sales							

**WORK HISTORY**

List in order, last or current employer, then previous employment history for last 10 yrs.

From      To      Name address and phone number      Start pay      Finish pay      Reason left

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Work performed \_\_\_\_\_

From      To      Name address and phone number      Start pay      Finish pay      Reason left

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Work performed \_\_\_\_\_

WORK HISTORY

From	To	Name address and phone number	Start pay	Finish pay	Reason left

Work performed \_\_\_\_\_

From	To	Name address and phone number	Start pay	Finish pay	Reason left

Work performed \_\_\_\_\_

From	To	Name address and phone number	Start pay	Finish pay	Reason left

Work performed \_\_\_\_\_

May we contact the employers listed?  
 Yes \_\_\_\_\_ No \_\_\_\_\_ if no indicate which ones you do not want us  
 to contact.  
 \_\_\_\_\_

REFERENCES

NAME	ADDRESS	PHONE	YEARS KNOWN

Are you 18 yrs old or over? Yes\_\_\_\_\_ No\_\_\_\_\_ Employment offer is subject to verification of age

Are you a US citizen? Yes\_\_\_\_\_ No\_\_\_\_\_

If not, can you provide proof that you can legally work inside the US? Yes\_\_\_\_\_ No\_\_\_\_\_

What languages can you read, speak and write fluently?\_\_\_\_\_

EMERGENCY CONTACT:

Name:\_\_\_\_\_ Relationship\_\_\_\_\_

Address:\_\_\_\_\_ Phone\_\_\_\_\_

Street City State Zip

TO THE APPLICANT

I agree to undergo a character and credit investigation at Company expense and understand that this inquiry will include, but not be limited to, personal interviews with third parties such as family members, business associates, financial and credit sources etc.

Further, I hereby release my former employers and other character or credit sources from all liability or damages on account of having furnished information regarding my personal character, habits, work record, credit history etc. I agree to take pre-employment drug examinations and other post-offer and during employment examinations. I understand the examinations will be at the expense of the Company and that they are a condition of employment. I understand and agree that my initial employment with this Company shall be probationary. I further understand that employment during the probationary period is in no way a guarantee of employment thereafter. Furthermore, I understand that if, following my probation, my employment is continued, the employment is at will and may be terminated by either party at any time.

If accepted for employment, I hereby agree to abide by all rules and policies of the Company as explained in the Employee Handbook and its ammendments from time to time, and to wear all personal protective equipment required for the job in which I am engaged. I agree to provide additional medical information which may be required or to take a medical or any other type of examination appropriate to my employment with the Company.

I fully understand that if I fail to answer, falsify the answer, or enter misleading answers to any question, or fail to provide information which might make any of my answers on the application misleading, that this alone may result in a refusal to hire or in my termination if I am hired and I hereby agree that the company shall not be liable in any respect if my employment is terminated or if I am not hired for this reason.

I HEREBY ACKNOWLEDGE that I have read and fully understand the above certification.

Date\_\_\_\_\_ Signature of applicant\_\_\_\_\_

Please explain in the space provided why you want to work for our company and why you would make a good employee:

\_\_\_\_\_

CERTIFICATION