All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, citizenship or immigration status, or any other protected classification, in accordance with applicable federal, state, and local laws. By completing this application, you are seeking to join a team of hardworking professionals dedicated to consistently delivering outstanding service to our customers and contributing to the financial success of the organization, its clients, and its employees. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring an accommodation to complete the application and/or interview process should contact a management representative.

Position(s) applied for		Date of application		
Print full name				
Street address		City	State	ZIP
Main phone number Alt. phone number		Email		

#### **Employment Experience**

Please list the names of your present or previous employers in chronological order with present or most recent employer listed first. Be sure to account for all periods of time. If self-employed, give firm name and supply business references. Add an additional page if necessary.

Name of employer	Supervisor May we contact?		
		□ Yes □ No	
Street address			
Phone number	Dates employed (month/year)		
	From	То	
Job title and duties	Reason for leaving		



Name of employer	Supervisor	May we contact?		
		☐ Yes ☐ No		
Street Address				
Phone Number	Dates employed (month/year)			
	From	То		
Job title and duties	Reason for leaving			
Name of employer	Cuporvisor	May we centact?		
Name of emptoyer	Supervisor	May we contact?		
		☐ Yes ☐ No		
Street Address				
	<u>-</u>			
Phone Number	Dates employed (month/year)			
	From	То		
	Reason for leaving			
Job title and duties	Reason for leaving			
Job title and duties	Reason for leaving			
Job title and duties	Reason for leaving			
Job title and duties	Reason for leaving			
Job title and duties	Reason for leaving			
		ny iob? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		
		ny job? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		
Have you ever been involuntarily terminated or		ny job? □ Yes □ No		

Please explain any gaps in your employment history.
Please list any other experience, job-related skills, additional languages, or other
qualifications that you believe should be considered in evaluating your qualifications for
employment.

#### **Education**

Please describe your educational background in the table provided below.

	School name	Diploma/ degree (Yes/No)	Area of study/ major	Specialized training, skills, or extracurricular activities
High school				
College/				
university				
Graduate/				
professional				
school				
Trade				
school				
Other				



#### **Business and Professional References**

Please list three professional references of individuals who are not related to you.

ou well.	
you well.	
you well.	
ou well.	
Relationship and years acquainted	Phone number or email
ne? □ Yes □ No	
lative to name changes, use c check on your work and edu	•
e explain:	
ompany before? □ Yes □ No position:	
tives working for this compar	
	Relationship and years acquainted  ne?  Yes  No ative to name changes, use of check on your work and educe explain:  ompany before?  Yes  No position:



5. On what	date are you a	vailable to beg	gin work?			
6. Days/	hours available	e to work:				
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7. Are you a	vailable to wo	rk? □ Full time	 e □ Part time	e □ Shift v	work □ Temp	orary
8. If hired, v	vould you have	e a reliable me	eans of transpo	ortation to	and from work?	? □ Yes □ No
9. Can you t	ravel if the po	sition requires	it? □ Yes □ N	10		
-	t least 18 year Inder 18, hire			t you are o	f minimum lega	al age.
11. If hired, o □ Yes □		t evidence of	your identity a	and legal rig	ght to work in t	this country?
-	ble to perform ithout reasona		-	-	for which you a	ire applying
accommodat		hat may be ne			sider reasonabl licants/employ	
Applicant	Statement	and Agree	ment			
Please read a please ask.	nd initial each	paragraph belo	w. If there is a	nything tha	t you do not und	derstand,
educa author and al me pr emplo and al	tion and other rize the prior e l letters, repor ior notice of su	matters related mployers and r ts, and other in ch disclosure. I ther persons, co nds, or liabilition	d to my suitabi eferences I hav nformation rela In addition, I ho orporations, pa	lity for emp ve listed to o ated to my v ereby releas artnerships,	references, wor loyment and, fudisclose to the coords, when the company, and association way related to s	urther, company any ithout giving , my former s from any



In the event of my employment with the company, I understand that I am required to comply with all rules and regulations of the company.
If hired, I understand and agree that my employment with the company is at will and that neither I nor the company is required to continue the employment relationship for any specific term. I further understand that the company or I may terminate the employment relationship at any time, with or without cause, and with or without notice. I understand that the at-will status of my employment cannot be amended, modified, or altered in any way by any oral modifications.
I understand that the safety of employees is extremely important to the company and that the company is committed to ensuring a safe working environment. I understand that I, and every employee, have a responsibility to prevent accidents and injuries by observing all safety procedures and guidelines and following the directions of my site supervisor. I understand and agree to comply with federal, state, and local regulations related to onthe-job safety and health.
I hereby certify that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.
I understand that if I am 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 law requires me to complete an I-9 Form in this regard.
I understand that if any term, provision, or portion of this Agreement is declared void or unenforceable, it shall be severed, and the remainder of this Agreement shall be enforceable.
My signature attests to the fact that I have read, understand, and agree to all of the above terms.
Signature:
Name (print):
Date: