



APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

Personal Data

Social Security Number _____			
Name _____			
(Last)	(First)	(Middle)	
Are you 18 years or older? Yes ___ No ___			
Address _____			
(Street)	(City)	(State)	(Zip)
Telephone No. _____		E-mail Address _____	
Have you ever been convicted of a crime other than a minor traffic violation? Yes ___ No ___			
If yes, explain _____			

Employment

Have you ever applied here before? _____ When? _____	
Have you ever worked for this company before? _____ When? _____	
If yes, give the name(s) if different from the one given on this application: _____	
Are you available to work any shift? _____ Any day of the week? _____	
If not, for what shifts and days are you available? _____	
When could you report to work? _____	

Education

Circle Highest Grade Completed:																				
1 2 3 4 5 6 7 8 9 10 11 12 Grade, Junior High or High School												1 2 3 4 5 College or University					1 2 3 4 Graduate School			
Type of School	Name of School		Location		Major Subject or Course of Study				Did You Graduate?											
Junior High School																				
High School																				
College																				
Business or Trade School																				
Correspondence School																				

Work History (Latest Job First)

From (mo/yr)	Company	Telephone ()	Starting Salary \$ Per
To (mo/yr)	Address City State Zip		Final Salary \$ Per
Supervisor's Name/Title		Type of Business	
Your Position/Title		Responsibilities/Duties	
Specific Reason for Leaving			
Is this your current employer? Yes No			
May we contact? Yes No			

From (mo/yr)	Company	Telephone ()	Starting Salary \$ Per
To (mo/yr)	Address City State Zip		Final Salary \$ Per
Supervisor's Name/Title		Type of Business	
Your Position/Title		Responsibilities/Duties	
Specific Reason for Leaving			

From (mo/yr)	Company	Telephone ()	Starting Salary \$ Per
To (mo/yr)	Address City State Zip		Final Salary \$ Per
Supervisor's Name/Title		Type of Business	
Your Position/Title		Responsibilities/Duties	
Specific Reason for Leaving			

Relatives In Our Employment

Name	Relationship	Name	Relationship

Military

Branch of Service: _____
Duties in the service, including schools and training: _____

Special Skills

What knowledge, special technical or computer skills, and/or other qualifications have you acquired from employment or other experience? Include any specific equipment that you can proficiently operate.

Provide a brief statement describing how your skills and abilities will contribute to the success of the company.

References

Give three references who are not relatives or former employers.

Name	Occupation	Years Known	Phone	Address

Affidavit

I authorize, without liability, investigation of all statements in this application.

I authorize all schools which I attended and all previous employers to furnish to the Company my record, reason for leaving and all information they may have concerning me, and hereby release them and the Company from all liability for any damage whatsoever arising therefrom.

I authorize my neighbors, friends or others with whom I am acquainted or who are acquainted with me to furnish the Company with information used in connection with the evaluation of my qualifications as a prospective employee. I release such persons and organizations from any legal liability in making such statements.

I understand that in event of my employment by the Company, it shall be sufficient cause for dismissal if any of the information I have given in this application is false or if I have failed to give any information herein requested. I understand that proof of identity and work authorization will be required upon employment in accordance with federal regulations. In the event of my employment by the Company, I agree to abide by all present and subsequently issued rules of the company.

I hereby certify that I am willing and capable of performing the essential functions and duties of the job for which I am applying.

Signature : _____

Date : _____



Pre-Employment Records Verification

This is to advise you that a consumer/investigative report, including a Motor Vehicle Report (MVR) will be obtained through an outside agency as a part of the pre-employment background verification.

This authorization shall remain on file and shall serve as an ongoing authorization to procure consumer/investigative reports, and or MVRs at any time during employment.

To obtain the necessary reports certain information and your authorization is necessary. Please provide the following:

Name as it listed on your current driver's license: _____

Current address as listed on your driver's license: _____

Current driver's license number: _____

Social security number: _____

Date of birth: _____

Email address: _____

This information requested and subsequently received by Bellwether Management Solutions shall be used expressly for the purpose of evaluating your application for employment and/or evaluating the continued employment relationship with the organization and for no other purpose. Any and all information received now or in the future shall be treated upon receipt and at all times as confidential in nature and shall remain in the possession and control only of authorized representatives of Bellwether Management Solutions in a non-discriminatory manner.

Authorized: _____ Date: _____