



**Foodservice
Equipment
Support**

Application for Employment

general parts group

PLEASE PRINT

Position(s) Applied For _____ Date of Application _____ / _____ / _____

Referral Source Advertisement Employee Relative Government Employment Agency
 Walk-in Private Employment Agency Other _____

Name of Source (If Applicable) _____

Name _____
Last First Middle

Address _____
Street City State Zip Code

Telephone Number (_____) _____
Area Code

If necessary, best time to call you at home is _____ : _____
Time a.m. p.m.

May we contact you at work? Yes No

If yes, work number and best time to call (_____) _____ : _____
Area Code Time a.m. p.m.

If you are under 18, can you furnish a work permit? Yes No

Have you filed an application here before? Yes No

If yes, give date _____ / _____ / _____

Have you ever been employed here before? Yes No

If yes, give dates From _____ / _____ / _____ To _____ / _____ / _____

Are you legally eligible for employment in this country? Yes No
 (Proof of U.S. Citizenship or immigration status will be required upon employment.)

Date available for work _____ / _____ / _____

Type of employment desired Full Time Part Time Temporary Educational Co-Op

Are you on lay-off and subject to recall? Yes No

Are you willing to travel if job requires it? Yes No

Are you able to meet the attendance requirements of the position? Yes No

Will you work overtime if required? Yes No

Have you ever been bonded? Yes No

Have you been convicted of a crime in the last seven (7) years?
 (Such conviction will not automatically bar you from employment.) Yes No

If YES, please explain _____

Driver's license number (if required by job) _____ State _____

Employment History

List your last four (4) employers, assignments or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in comments section below.

Employer	Telephone () —	Dates Employed		Summarize the nature of the work performed and job responsibilities:
Address		From	To	
Job Title				
Immediate Supervisor and Title				
Reason for Leaving				
May we contact for reference?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Later			

Employer	Telephone () —	Dates Employed		Summarize the nature of the work performed and job responsibilities:
Address		From	To	
Job Title				
Immediate Supervisor and Title				
Reason for Leaving				
May we contact for reference?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Later			

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Job Title				
Immediate Supervisor and Title				
Reason for Leaving				
May we contact for reference?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Later			

Comments (including explanation of any gaps in employment)

Skills and Qualifications Summarize special skills and qualifications acquired from employment or other experiences that may qualify you to work with our company.

Educational Background

A. List last three (3) schools attended, *starting with last one*. **B.** List number of years completed. **C.** Indicate degree or diploma earned, if any. **D.** Grade Point Average or Class Rank and **E.** major and minor field of study (if applicable).

A. School	B. No. Years Completed	C. Degree Diploma	D. GPA Class Rank	E. Major	E. Minor

List any foreign language(s) and check the box that best describes your skill level.

Language	Read and Write	Read and Speak	Read only	Speak only

References

List name and telephone number of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Telephone	Years Known
	() —	
	() —	
	() —	

List professional, trade, business, or civic associations and any offices held. (Exclude memberships which would reveal sex, race, religion, national origin, age, color, disability or other protected status.)

Organization	Offices Held

List special accomplishments, publications, awards. (Exclude information which would reveal sex, race, religion, national origin, age, color, disability or other protected status.) _____

List any additional information you would like us to consider. _____

It is understood and agreed upon that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from the employer's service if I have been employed. Furthermore, I understand that just as I am free to resign at any time, the Employer reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the Employer has the authority to make any assurances to the contrary.

I give the Employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

The Employer is an Equal Opportunity Employer. The Employer does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state, or federal law.

This application is current for only 90 days. At the conclusion of this time, if I have not heard from the Employer and still wish to be considered for employment, it will be necessary to fill out a new application.

Signature of Applicant _____ Date _____ / _____ / _____

Do Not Write Below This Line

Interview Yes No Date _____ Hour _____

Result of Interview _____

Acceptable for Employment? _____ Starting Rate _____ Starting Date _____

Position _____ Status Full Time Part Time
 Permanent Temporary

Interviewed by _____ Employed by _____

Approved by _____

