



# EMPLOYMENT APPLICATION

APPLICANT INFORMATION				
Last Name		First	M.I.	Date
Street Address			Apartment/Unit #	
City		State	ZIP	
Phone		E-mail Address		
Date Available	Desired Salary		Desired Hours	Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>
Position Applied for				
Are you authorized to work in the U.S.?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
Have you ever worked for this company?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain
Have you ever been convicted of a misdemeanor?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

\*\*A conviction will not necessarily disqualify an applicant from employment

EDUCATION				
High School		Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Degree		
College		Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Degree		
Other		Address		
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
		Degree		

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ( )
Address	
Full Name	Relationship
Company	Phone ( )
Address	
Full Name	Relationship
Company	Phone ( )
Address	

PREVIOUS EMPLOYMENT			
Company		Phone (    )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone (    )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone (    )	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			

DISCLAIMER AND SIGNATURE	
<p>All qualified applicants will receive consideration for employment without regard to sex, race, color, national origin or ancestry, age, or disability. No information on this application will be used for the purpose of discrimination.</p> <p>Signing this application certifies that my answers, information, and statements I have provided are true and correct and that I understand that intentionally false information will result in a refusal of employment or a discharge from employment if discovered aft the date of hire.</p> <p>I voluntarily grant Schaeffer Industries the right to investigate and verify the information and statements I have provided in this application and agree to hold all persons harmless with respect to any information they may give, receive, or verify.</p> <p>I herby acknowledge and agree that I may be required to: supply acceptable documentation/identification or other proof of authorization to work in the United States, submit to a drug test, submit to background check, and sign a non-compete agreement and abide by its terms. Failure to comply will be considered voluntary resignation or ineligibility for employment.</p> <p>I herby acknowledge and agree that any employment relationship is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause.</p>	
Signature	Date