

# Application for Employment

POSITIONS(S) APPLIED FOR \_\_\_\_\_ DATE OF APPLICATION \_\_\_\_/\_\_\_\_/\_\_\_\_

FULL-TIME \_\_\_\_\_ PART-TIME \_\_\_\_\_

ARE YOU WILLING TO WORK? DAYS  YES  NO EVENINGS  YES  NO WEEKENDS  YES  NO

EXPLAIN ANY NO'S \_\_\_\_\_

NAME \_\_\_\_\_  
LAST FIRST MIDDLE

ADDRESS \_\_\_\_\_  
STREET CITY STATE ZIP CODE

TELEPHONE NUMBER (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
AREA CODE

May we contact you at work? YES  NO  If yes, work number and best time to call (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
AREA CODE TIME

Would you be known to any employer, school or reference by another name?.....YES  NO   
 If yes, indicate what name \_\_\_\_\_

Are you 16 or over? ..... YES  NO  If under 16, what is your date of birth? \_\_\_\_\_

If you are under 18, please list parents name and address \_\_\_\_\_

Have you ever been employed by StoneRidge Markets, if yes, give dates and position ..... YES  NO   
 FROM \_\_\_\_/\_\_\_\_/\_\_\_\_ TO \_\_\_\_/\_\_\_\_/\_\_\_\_ POSITION \_\_\_\_\_

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

Are you currently on layoff status, leave of absence or other suspension of employment and subject to recall with another employer?  
 YES \_\_\_\_\_ NO \_\_\_\_\_ If "yes", give all details \_\_\_\_\_

Have you ever been discharged (or terminated) by a former employer?  
 YES \_\_\_\_\_ NO \_\_\_\_\_ If "yes", explain \_\_\_\_\_

The following question asks about convictions for crimes or service of probation resulting from criminal charges. If you have ever been convicted (no matter the year) please list here. Failure to indicate this information may cause future termination or not allow us to consider you for employment.  
**Have you ever been convicted of a crime (including any guilty, no contest or similar pleas) or served probation (as result of deferred prosecution, pretrial intervention, or other similar agreement)?** YES \_\_\_\_\_ NO \_\_\_\_\_  
 If "yes", give all details": (a "yes" answer does not automatically disqualify you from employment; all circumstance will be considered.)

## Education Background

HIGH SCHOOL	GRADUATED <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, WHAT YEAR?	CURRENTLY ENROLLED <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, CURRENT GRADE OR YEAR
EXTRA-CURRICULAR ACTIVITIES YOU CURRENTLY PARTICIPATE IN OR INTEND TO PARTICIPATE IN				
COLLEGE	YEARS ATTENDED	GRADUATE?	MAJOR	
OTHER				

## Employment History

List your last three (3) employers, if applicable, assignments or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in comments section below.

EMPLOYER ( ) -	TELEPHONE	<u>DATES EMPLOYED</u> FROM TO		Summarize the nature of the work performed and job responsibilities
ADDRESS	CITY	STATE	ZIP CODE	
JOB TITLE	<u>HOURLY RATE/SALARY STARTING</u> \$ PER			
IMMEDIATE SUPERVISOR AND TITLE				
REASON FOR LEAVING	<u>HOURLY RATE/SALARY FINAL</u> \$ PER			
MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO				

  

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MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO				

  

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REASON FOR LEAVING	<u>HOURLY RATE/SALARY FINAL</u> \$ PER			
MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO				

Comments (including explanation of any gaps in employment) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

List any additional information you would like us to consider. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## References

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

NAME	TELEPHONE	RELATIONSHIP	YEARS KNOWN
	( ) -		
	( ) -		
	( ) -		

It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from the service of the employer if I have been employed. Furthermore, I understand that 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 right to investigate all references and to secure additional information about me, if job related. I hereby release the employer from liability and its representatives for seeking such information and all other persons, corporations and organizations for furnishing such information. This company is an equal opportunity employer. No questions on this application is used for the purpose of limiting or excluding any applicant's consideration for employment on a basis prohibited by local, state or federal law. This application is current for one (1) year. At this conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to fill out a new application.

SIGNATURE OF APPLICANT [Typed Name] \_\_\_\_\_ DATE \_\_\_\_/\_\_\_\_/\_\_\_\_