

Education:

School	Name & Location of School	Course of Study	No. of Years Completed	Did you Graduate?	Degree or Diploma
Graduate				Yes <input type="checkbox"/> No <input type="checkbox"/>	
College				Yes <input type="checkbox"/> No <input type="checkbox"/>	
Business/Trade Technical				Yes <input type="checkbox"/> No <input type="checkbox"/>	
High School				Yes <input type="checkbox"/> No <input type="checkbox"/>	

Employment: Start with your present or last job. Include any job-related military service, assignments and volunteer activities. Please exclude organizations that indicate race, religion, gender, disabilities or any other protected status.

1.

Company Name	Telephone Number
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Address	Employed From-to-Date
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Name of Supervisor	Annual or Hourly Pay (Start & Last)
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State job title and describe your work

Reason for Leaving

Are you eligible for rehire: Yes _____ No _____

2.

Company Name	Telephone Number
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Address	Employed From-to-Date
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Name of Supervisor	Annual or Hourly Pay (Start & Last)
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State job title and describe your work

Reason for Leaving

Are you eligible for rehire: Yes _____ No _____

3.

Company Name Telephone Number

Address Employed From-to-Date

Name of Supervisor Annual or Hourly Pay (Start & Last)

State job title and describe your work

Reason for Leaving

Are you eligible for rehire: Yes _____ No _____

We may contact the employers listed above unless you indicate those you do not want us to contact & the reason not to contact the employer.

References: Please list three business persons whom we can contact who are able to evaluate your professional knowledge, skills, or work background.

Please do not list relatives.

Name	Company	Title	Phone

Special Skills and Qualifications:

Identify and summarize special job-related skills, qualifications and certifications, you have acquired (machine operation, software, etc.)

Have you ever been convicted of a crime except for a minor traffic violation?

Yes__No__

A "yes" answer will not necessarily disqualify the applicant.

[This question pertains only to convictions that have **not** been sealed or expunged]

If so, please state citation, date and place where offense occurred.

State any relatives and friends employed by Leep's Supply, present and past.

Applicant's Statement:

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I authorize investigation of any statements contained in this application. I further authorize release of information from any company, employer or individual listed in this application. I also understand that my employment is contingent upon the results of a substance abuse screening, and that the results of such screening may be grounds for disqualifying me or terminating my employment. I understand that any misrepresentation or omission of facts requested in this application may result in rejection of this application or constitute just cause for immediate dismissal whenever such misrepresentation or omission is discovered. I also understand that if hired I will be an employee at will, which means that my employment with the company may be terminated at any time with or without cause and with or without prior notice by myself or the company.

Signature of Applicant

Date

For Human Resources Department Use Only

Phone Screen: _____ Arrange Interview: Yes _____ No _____

Remarks: _____

Interviewer: _____ Date: _____

Employed: Yes _____ No _____ Date of Employment: _____

Salary: _____ Department: _____

References Checked:

Employer

Person Contacted

Results

