



Bingaman

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Application for Employment

Our policy is to provide equal employment opportunity to all qualified persons without regard to any attribute protected by federal or state laws.

Date _____

Last name _____ First name _____ Middle name _____

Street Address _____

City _____ State _____ ZIP _____

Telephone _____ Cell _____ Social Security # _____

Best time to contact you? _____

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation.) Yes No

Are you looking for full-time employment? Yes No

Are you willing to work Day shift? Yes No Are you willing to work Night shift? Yes No

Have you ever been convicted of a felony? Yes No

(This will not necessarily affect your application nor disqualify you from being hired – the company will consider the gravity of any offense or conduct; the time elapsed since the conviction and/or jail completion of any jail sentence; and the responsibilities of the job being filled.)
(Depending on the job applied for you may be asked to describe conditions)

Employment Desired

Position applied for _____

How did you hear of this opening? _____

Have you ever applied for employment here? Yes No When? _____ Where? _____

Have you ever been employed by this company? Yes No When? _____ Where? _____

Do any of your friends or relatives work here? Yes No (If yes who: _____)

Are you presently employed? Yes No

May we contact your present employer? Yes No Are you available for full-time work? Yes No

Are you available for part-time work? Yes No

Date you can start _____

Desired starting salary _____

Please list applicable skills

Education

School Name and Location

Year/Major Degree

High School _____

College _____

Post-College _____ Other Training _____



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In addition to your work history, are there are other skills, qualifications, or experience that we should consider?

Please list any scholastic honors received and/or offices held in school

Are you planning to continue your studies? Yes No If yes, where and what courses of study?

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

Employment History (Start with most recent employer)

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No Responsibilities _____

Reason for leaving _____

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No Responsibilities _____

Reason for leaving _____

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No Responsibilities _____

Reason for leaving _____



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References

List three personal references, **not related to you**, who have known you for more than one year.

Name _____ Phone _____ Years Known _____

Address _____

Name _____ Phone _____ Years Known _____

Address _____

Name _____ Phone _____ Years Known _____

Address _____

Emergency Contact

In case of emergency, please notify:

Name _____ Phone _____

Address _____

Name _____ Phone _____

Address _____

Please Read Before Signing:

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application. I authorize my previous employers, schools, or persons listed as references to give any information regarding employment or educational record. I agree that this company and my previous employers will not be held liable in any respect if a job offer is not extended, or is withdrawn, or employment is terminated because of false statements, omissions, or answers made by myself on this application. In the event of any employment with this company, I will comply with all rules and regulations as set by the company in any communication distributed to the employees.

In compliance with the Immigration Reform and Control Act of 1986, I understand that I am required to provide approved documentation to the company that verifies my right to work in the United States on the first day of employment

I understand that employment at this company is "at will," which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. I also understand that an offer of employment will not be considered a contract".

I understand that falsification of any information in the application process will be deemed grounds to reject a candidate or to terminate employment if already hired.

All employment is continued on that basis. I hereby acknowledge that I have read and understand the above statements.

Date _____

Signature _____