



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Phone: () E-mail Address: _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Other Names Used: _____

Do you have a legal right to be employed in the United States? YES NO

If offered a position, the Immigration Reform & Control Act of 1986 requires that you furnish satisfactory proof of employment authorization and identification within three days of being hired.

Are you bi-lingual? YES NO

If yes, what language(s)?

Have you ever been convicted of a felony? YES NO
If yes, explain: _____

(An affirmative response will not automatically disqualify you from being a candidate for employment.)

Education

High School: _____ Address: _____

Did you graduate? YES NO Degree: _____

College: _____ Address: _____

Did you graduate? YES NO Degree: _____

College: _____ Address: _____

Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: () _____

Address:

Full Name:

Relationship:

Company:

Phone: ()

Address:

Previous Employment and Military Service Record

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

NO

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

NO

Company:

Phone: ()

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

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Phone: ()

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Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

May we contact your previous supervisor for a reference?

YES

NO

Disclaimer and Signature

I hereby certify that I have personally completed this application. I further certify that I have not knowingly withheld any information and that the answers given by me are true and correct to the best of my knowledge. I understand that any omission or misstatement of material facts is grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. This application will be retained for a period of time as required by applicable State and Federal laws.

I understand that the information I have provided on this application will be used to contact prior employers for purposes of investigating my background. I hereby authorize Mr. R's Auto Salvage to thoroughly investigate my work record, experience, references and other matters related to my suitability and qualifications for employment. I authorize the previous employers and references to disclose to Mr. R's Auto Salvage any and all information related to my work record. I hereby release Mr. R's Auto Salvage and former employers, persons, companies or corporations supplying such information from all liability arising out of such investigation and disclosure.

Mr. R's Auto Salvage will neither require nor administer any lie detector tests as a condition of employment or continued employment.

I understand that nothing contained in the application or conveyed during an interview is intended to create or imply an employment contract between Mr. R's Auto Salvage and me. This application does not obligate Mr. R's Auto Salvage to hire me. However, if I am hired, I understand that my employment is at will, i.e., not for any specific time period or duration, and either I, the employee, or Mr. R's Auto Salvage may terminate the relationship at any time, with or without cause or notice.

Applicant Signature: _____ Date: _____

Notification and Release

In connection with my application for employment with you, I understand that a consumer report which may contain public record information may be requested. This report may include the following types of information: names and dates of previous employers, reason for termination of employment, work experience, accidents, etc. I further understand that such report may contain public record information concerning my driving record, worker's compensation claims, credit, bankruptcy proceedings, etc. from federal, state and other agencies which maintain such records as well as information concerning (1) previous driving record requests made by others from such state agencies; (2) state provided driving record; (3) claims involving me in the files of insurance companies; (4) criminal records. The Fair Credit Reporting Act (Public Law 91-588) requires us to inform you that if a Consumer Reporting Agency is engaged in a background investigation, then information relevant to the nature and scope of the inquiry, if one is made, will be provided upon your written request.

Applicant Signature: _____ Date: _____