



## Application for Employment

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City

State

Zip Code

Previous Address \_\_\_\_\_

City

State

Zip Code

Do you have transportation? Yes \_\_\_ No \_\_\_ Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

If you are under 18 years of age, what is your date of birth? \_\_\_\_\_

Position applying for \_\_\_\_\_ Wages expected \_\_\_\_\_ Date available to work? \_\_\_\_\_

Full time \_\_\_ Part time \_\_\_ Any times you cannot work? \_\_\_\_\_

Are you employed now? Yes \_\_\_ No \_\_\_ May we contact your present employer? Yes \_\_\_ No \_\_\_

If hired, can you furnish proof you are legally entitled to work in the United States? Yes \_\_\_ No \_\_\_

Have you been convicted of a felony within the last 7 years? Yes \_\_\_ No \_\_\_

(Conviction will not necessarily disqualify applicant from employment)

### Education

What High School did you attend? \_\_\_\_\_ City? \_\_\_\_\_

Post Secondary Education and Degrees Earned? \_\_\_\_\_

Honors received? \_\_\_\_\_

State any other information you feel may be helpful to us. \_\_\_\_\_

Give name and phone number of three references who are not former employers or related to you.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

# Employment Experience

Start with your present or last job. List your four most recent employment experiences. Please give reasons for any time lapse between jobs.

Employer \_\_\_\_\_ Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_

City \_\_\_\_\_ Work Performed \_\_\_\_\_

Phone Number \_\_\_\_\_ Hourly Pay Rate/Salary: Start \_\_\_\_\_ Final \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

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Employer \_\_\_\_\_ Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_

City \_\_\_\_\_ Work Performed \_\_\_\_\_

Phone Number \_\_\_\_\_ Hourly Pay Rate/Salary: Start \_\_\_\_\_ Final \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

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City \_\_\_\_\_ Work Performed \_\_\_\_\_

Phone Number \_\_\_\_\_ Hourly Pay Rate/Salary: Start \_\_\_\_\_ Final \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

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City \_\_\_\_\_ Work Performed \_\_\_\_\_

Phone Number \_\_\_\_\_ Hourly Pay Rate/Salary: Start \_\_\_\_\_ Final \_\_\_\_\_

Supervisor \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

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I certify that the 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. In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the company, including a mandatory drug/alcohol test and a criminal background check as conditions of my employment. I understand that, if hired, I will be subject to further drug/alcohol testing as spelled out in Arrow Ace Hardware's drug/alcohol policy. If I am a minor, my parent's signature below authorizes Arrow Ace Hardware to do this drug/alcohol test and criminal background check. Information obtained will be given directly to Arrow Ace Hardware and will be treated with confidentiality. If hired, the first ninety (90) days of employment shall constitute a probationary period during which job performance, attendance, attitude, etc. will be observed. During this probationary period, I may be terminated at any time without recourse.

Applicant's Signature \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Print Name Here \_\_\_\_\_

Date \_\_\_\_\_

(Required For Minors Only)