

Application for Employment

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis, including race, color, age sex, religion or national origin.

PERSONAL INFORMATION

Date _____ Social Security # _____

Name _____
Last
First
Middle

Present Address _____
Street
City
State
Zip

Phone Number (____) _____ Referred By _____

EMPLOYMENT DESIRED

Position _____ Available Date _____ Salary Desired _____

Currently Employed? _____ May we contact current employer? _____

Ever applied with us before? _____ Where _____ When _____

EDUCATION

	Name/Location of School	Circle last year completed	Did you Graduate?	Subjects Studied, Degree(s) received
Grammar School			Yes No	
High School		1 2 3 4	Yes No	
College		1 2 3 4	Yes No	
Trade/Business or Correspondence School		1 2 3 4	Yes No	

Subjects of Special Study or Research Work _____

Activities other than Religious (Civic, Athletic ,etc.) _____

(EXCLUDE ORGANIZATIONS, THE NAME OR CHARACTER OF WHICH INDICATES THE RACE, AGE, SEX, COLOR OR NATIONAL ORIGIN.)

EMPLOYMENT HISTORY

Present First	Name and Address of Employer	Salary	Position	Reason for Leaving
From To				
From To				
From To				
From To				
From To				

(continued on other side)

REFERENCES

Give below the names of three people not RELATED to you, whom you have known at least 1 year.

Name	Address	Business	Years Acquainted

IN CASE OF EMERGENCY _____
Name
Address
Phone

I UNDERSTAND THERE IS NO GUARANTEE OF A JOB OFFER OR JOB INTERVIEW IN COMPLETING THIS APPLICATION. YOUR APPLICATION WILL BE CONSIDERED WITH OTHERS WHO HAVE SUBMITTED APPLICATIONS AND DECISIONS ABOUT INTERVIEWS WILL BE BASED ON THIS COMPARISON. THE APPLICATION MUST BE COMPLETELY FILLED OUT IN ORDER FOR IT TO BE CONSIDERED FOR EMPLOYMENT. IF INFORMATION PROVIDED CAN NOT BE SATISFACTORILY VERIFIED BY EMPLOYMENT REFERENCE CHECKS YOUR APPLICATION COULD BE CONSIDERED INCOMPLETE. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. DUE TO THE LARGE NUMBER OF APPLICATIONS WE RECEIVE AND THE COMPETITIVE NATURE OF OUR EMPLOYMENT PROCESS, SPECIFIC REASONS FOR EMPLOYMENT DECISIONS WILL NOT BE RELEASED. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I FURTHER UNDERSTAND AND AGREE THAT IF EMPLOYED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PREVIOUS NOTICE. I ALSO UNDERSTAND THAT MY APPLICATION WILL BE KEPT ACTIVE FOR A PERIOD OF 90 DAYS AFTERWHICH TIME I MUST REAPPLY TO BE CONSIDERED FOR EMPLOYMENT.

IN COMPLETING THE APPLICATION YOU WILL BE SUBJECT TO THE FOLLOWING CHECKS:

- EMPLOYMENT REFERENCE CHECK FROM FORMER EMPLOYERS
- CRIMINAL RECORD CHECK
- PRE-EMPLOYMENT DRUG SCREEN

SIGNATURE _____ DATE _____

Company Use Only

Position _____ Start Date: ___/___/___ Rate Of Pay _____

(Circle one for each category)

EEO Code	1. <i>Manager</i>	4. <i>Sales</i>	7. <i>Operatives — Semiskilled</i>
	2. <i>Professional</i>	5. <i>Office Clerical</i>	8. <i>Laborers — Unskilled</i>
	3. <i>Tech</i>	6. <i>Craft Workers - Skilled</i>	9. <i>Service Worker</i>
Department	00 <i>Admin</i>	02 <i>Marina</i>	03 <i>Dry Storage</i>
	04 <i>Repairs Small</i>	05 <i>Repairs Large</i>	
Employee Class	01 <i>Admin</i>	Employee Type Code FT <i>Full-time</i>	Pay type H- <i>Hourly</i>
	02 <i>Manager</i>	PT <i>Part-time</i>	S- <i>Salary</i>
	03 <i>Service</i>	Temporary	
	04 <i>Yard</i>		

Remarks: _____

Approval: _____ Date _____