

Moxie & RED - Application for Employment

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, disability, veteran status or any other legally protected status.

**** PLEASE PRINT CLEARLY ****

Position(s) applied for _____ Date ____/____/____

How did you find out about this job? Newspaper Employee Walk-in Relative Other

Why are you seeking a new job at this time?

Applicant Information

First Name _____ Middle _____ Last _____

Street Address _____ Social Security No. _____

City/State/Zip _____ Phone (____) _____

If hired, do you have a reliable means of transportation to get to work? ____ Describe _____

Are you at least 18 years old? ____ If you are under 18 years of age, can you furnish a work permit? ____

Are you legally eligible for employment in the U.S.? ____ (Proof of U.S. citizenship or immigration status is required if hired.)

Have you been convicted of a crime? Yes No If yes, state the nature of the offense and disposition of the case. Include dates and places. (NOTE: The existence of a criminal record does not constitute an automatic bar to employment.)

List any special skills or training:

Employment Information

Are you seeking full time, part time or temporary employment?

What hours and shift(s) would you prefer to work?

List times you are not available to work?

Are you willing to work overtime? ____ Weekends? ____ Holidays? ____ Are you currently employed?

If hired, when would you be able to start?

Have you ever worked for this organization before? ____ If yes, name used: _____

List any friends or relatives employed by this company:

Have you ever been discharged or asked to resign from any position? ____ If yes, please describe: _____

If applicable, please refer to the attached job description for the position for which you are applying. Are you able to perform all these tasks with or without reasonable accommodation? ____ Please describe which tasks, if any, you will need accommodation to perform, and explain what type of accommodation you will need:

Please describe:

Education (circle highest level achieved)

Elementary: 1 2 3 4 5 6 7 8 Secondary: 9 10 11 12 G.E.D. College: 1 2 3 4 5 6 7

Name of School: _____ Name of School: _____ Name of School: _____
Location of School: _____ Location of School: _____ Location of School: _____
If in high school, are you enrolled in a recognized co-op program? Yes No Degree & Major: _____
If yes, identify program and school: _____ Minor: _____

Work History (please begin with most recent)

Company _____ Phone No. with Area Code (_____)

Address _____ City/State/Zip

Dates of Employment: From _____ To _____ Salary: Beginning _____ Ending

Job Title _____ Supervisor's Name & Title

Describe _____ duties _____ briefly:

Specific _____ reason _____ for _____ leaving:

2. Company _____ Phone No. with Area Code (_____)

Address _____ City/State/Zip

Dates of Employment: From _____ To _____ Salary: Beginning _____ Ending

Job Title _____ Supervisor's Name & Title

Describe _____ duties _____ briefly:

Specific _____ reason _____ for _____ leaving:

3. Company _____ Phone No. with Area Code (_____)

Address _____ City/State/Zip

Dates of Employment: From _____ To _____ Salary: Beginning _____ Ending

Job Title _____ Supervisor's Name & Title

Describe _____ duties _____ briefly:

Specific _____ reason _____ for _____ leaving:

4. Company _____ Phone No. with Area Code (_____)

Address _____ City/State/Zip

Dates of Employment: From _____ To _____ Salary: Beginning _____ Ending

Job Title _____ Supervisor's Name & Title

Describe _____ duties _____ briefly:

Specific _____ reason _____ for _____ leaving:

For references purposes: Have you worked for any of these organizations or attended school under a different name?

__ If yes, give name and organization(s)

May we contact the employers listed above? ____ If not, list the employers you do not wish us to contact and why:

Authorizations & At-Will Employment Agreement

(please read carefully, then sign and date below)

I certify that I have personally completed this application. I declare that the information provided in this employment application is true and complete and I understand that any false information or significant omissions may disqualify me from further consideration for employment and may be justification for my dismissal from employment if discovered at a later date. I agree to immediately notify this company if I should be convicted of a crime while my job application is pending or during my employment, if hired.

I authorize this company to make an investigation of all information contained in this employment application and I release from liability all companies and corporations supplying such information. I understand any false answers, statements, or implications made by me on this application or other required documents shall be considered sufficient cause for denial of employment or discharge.

I specifically authorize and direct my current and former employers to supply employment-related information to this company and do hereby release my current and former employers from liability for providing information to this company.

Upon termination of my employment for whatever reason, I release this company from all liability for supplying any information concerning my employment to any potential employer.

AT-WILL EMPLOYMENT AGREEMENT

I understand and agree that nothing contained in this application, or conveyed during any interview is intended to create an employment contract between the company and me. In addition, I understand and agree that if you employ me, in consideration of my employment, my employment and compensation will be at-will, for no definite period of time, and may be terminated at any time, for any reason, or for no reason at all. I understand that only the company's President is authorized to change the employment-at-will status and such a change can only be done in writing. I have read, understand, and agree to the above.

Signature _____ Date

Name (please print)