

# ROBO DOCK & DOOR

Application for Employment

## Personal Information

Last Name	First	Middle	Today's date:
Present Address (street, city, state, zip)			How long at present address?
Permanent Address (street, city, state, zip)			Home Telephone ( )
Previous Address (street, city, state, zip)			Alternate Telephone ( )
Position Desired			Salary Desired
Special Training or skills (computer experience, etc.)			Date available
Are you applying for full time or part time work:			If part time, what hours?
Are you legally eligible for employment in the United States?			Social Security Number:

## Education History

	Name & Location of Institution	No. Years Attended	Diploma or Degree Received	Subjects Studied
High School				
College				
Other Education				

Did you serve in the U.S. Armed Forces? Y N Dates: from to	If yes, what branch? Rank Special Training?
List any Professional Licenses or Certifications you hold:	
Describe any other training, study, or work experience relevant to the position for which you are applying:	

## Employment History

Present or Most Recent Employer	Telephone (required for verification) ( )
Address	Employed (month and year) From _____ To _____
Supervisor Name / Title	Salary: Start _____ Last _____
Job Title Description of Duties	Reason for Leaving  May we contact them? Y N

Previous Employer	Telephone (required for verification) ( )
Address	Employed (month and year) From _____ To _____
Supervisor Name / Title	Salary: Start _____ Last _____
Job Title Description of Duties	Reason for Leaving  May we contact them? Y N

Previous Employer	Telephone (required for verification) ( )
Address	Employed (month and year) From _____ To _____
Supervisor Name / Title	Salary: Start _____ Last _____
Job Title Description of Duties	Reason for Leaving  May we contact them? Y N

Previous Employer	Telephone (required for verification) ( )
Address	Employed (month and year) From _____ To _____
Supervisor Name / Title	Salary: Start _____ Last _____
Job Title Description of Duties	Reason for Leaving  May we contact them? Y N

Female ___ Male ___	Are you a U.S. Citizen? Y N <i>(Proof of citizenship or immigration status will be required upon hiring.)</i>
18 years of age? Y N <i>(If not, employment is subject to verification of age.)</i>	

List relatives and friends who are currently employed or have been previously employed by this company.

Name:  
Relationship:  
Name:  
Relationship:

Have you ever been bonded? Y N

If yes, with what employers?

Have you ever been convicted of a criminal offense? Y N

If yes, describe in full:

Membership in Professional or Civic Organizations

**Personal and Professional References**

Name / Title	Organization / Address	Telephone	Years known

**Please Read and Sign “Statement of Release” on back page**

## Statement of Release

I hereby authorize **ROBO DOCK & DOOR**, or any representative authorized by them, to seek information for consideration of my employment. I authorize any company, school, governmental agency, credit reporting agency or any person to whom such an inquiry may be made to give answers and/or credit reports, and I release such entities from any and all claims, damages, and rights of action that may arise from such inquires, answers or results.

This authorization includes the release of any and all information kept by any pertinent party in their possession or may have in the future or under their control, pertaining to the application for employment or the employment of the undersigned, including time records, payroll/benefits records, attendance records, accident reports, worker's compensation claims, job evaluations and any other employment information. I also authorize the release of any information requested regarding facts or opinions of my employment, experience, and qualifications and/or suitability for employment.

I forever release and agree not to sue any person or organization for result of providing, obtaining, or acting upon such information. I understand that such information is sought with confidentiality and will not be released to me in any form whatsoever.

In addition, this release is valid until revoked in writing and a copy or fax of this authorization is as valid as the original and should be recognized as such.

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Name (please print)

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Signature

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Date