

# Application for Employment

	<b>309 S 20<sup>th</sup> St</b> <b>Clear Lake, IA 50428</b> <b>641-357-4604</b>	 <b>Wright Materials</b>
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## APPLICANT INFORMATION

Name		Date
Address		
		How long at current address?
Phone	Alt. Phone	Email
Date Available	Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal <input type="checkbox"/>	Salary desired
Position Applied for		
How did you hear about this position?		
Are you 18 years of age or older?	YES <input type="checkbox"/> NO <input type="checkbox"/>	Are you authorized to work in the U.S.?
		YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, explain

## ADDITIONAL INFORMATION

Do you have a valid driver's license?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Do you have experience operating heavy machinery?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes, please explain.	
Use this space to summarize any additional information necessary to describe your full qualifications for the position you are applying for.	

## EDUCATION

Circle the highest grade completed:	1 2 3 4 5 6 7 8	High School 1 2 3 4	College 1 2 3 4
Last School Attended:	Address		
From	To	Degree	

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PREVIOUS EMPLOYMENT			
Company		Phone	
Address		Supervisor	
Job Title		Starting Salary	Ending Salary
From	To	List duties performed, skills used, and advancements while you worked at this company	
Reason for Leaving			
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title		Starting Salary	Ending Salary
From	To	List duties performed, skills used, and advancements while you worked at this company	
Reason for Leaving			
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone	
Address		Supervisor	
Job Title		Starting Salary	Ending Salary
From	To	List duties performed, skills used, and advancements while you worked at this company	
Reason for Leaving			
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
<p><b>We consider applicants for all positions without regard to race, color, national origin, religion, sex, age, disability, sexual orientation, gender identity, or any other legally protected status.</b></p>			

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## REFERENCES

Please list two references other than relatives or previous employers

Full Name	Relationship
Company	Phone
Address	
Full Name	Relationship
Company	Phone
Address	

## DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. All applicants to whom offers of employment are made must submit to a pre-employment drug test. Pre-employment drug tests will be administered only after an offer of employment has been extended. Any offer of employment is contingent upon the applicant achieving a negative test result.

Signature

Date

## NOTICE BEFORE ORDERING CONSUMER REPORTS

The Fair Credit Reporting Act (FCRA) provides individuals with certain rights regarding consumer reports and places certain obligations on employers using consumer reports for employment-related purposes. Consistent with the FCRA's requirement, this notice is provided to you in order to inform you the YohnCo, Inc. and/or Wright Materials Co. may, for employment-related purposes (e.g. evaluating you or initial employment, promotions, transfers, assigned duties, retention, criminal record information, driving record information and/or other relevant information about you.

YohnCo, Inc. and/or Wright Materials Co. will not obtain a consumer report without your signature below authorizing us to obtain one or more consumer reports.

### AUTHORIZATION TO OBTAIN CONSUMER REPORTS

I hereby acknowledge that I have read and understand the contents of the above notice and, by signing below, specially authorize YohnCo, Inc. and/or Wright Materials Co. to obtain one or more consumer reports on me for employment-related purposes as indicated above.

Print full name

Signature

Date

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