



APPLICATION FOR WORK
An Equal Opportunity Employer

DATE OF APPLICATION

MONTH	DAY	YEAR

- This company provides equal opportunity in conformance with all applicable laws.
- In accordance with the Immigration Reform and Control Act of 1986, any offer of employment is conditioned upon satisfactory proof of applicant's identity and legal ability to work in the United States.

PERSONAL

LAST NAME		FIRST NAME		MIDDLE NAME
SOCIAL SECURITY NUMBER			OVER THE AGE OF 18	CAN YOU PROVE IT?
HOME ADDRESS				HOME PHONE
CITY	STATE	ZIP	CELL PHONE	
NAME/ADDRESS/PHONE OF PERSON TO CONTACT IN EMERGENCY				

EMPLOYMENT DESIRED

WHAT TYPE OF WORK ARE YOU INTERESTED IN?	WAGE DESIRED:
ARE YOU EMPLOYED AT THIS TIME? YES _____ NO _____	MAY WE CONTACT YOUR PRESENT EMPLOYER? YES _____ NO _____
ARE THERE HOURS/SHIFTS/DAYS YOU CANNOT OR WILL NOT WORK? YES _____ NO _____	IF YES, WHEN?
DATE YOU CAN BEGIN WORK:	DO YOU HAVE RELIABLE TRANSPORTATION TO WORK? YES _____ NO _____

GENERAL INFORMATION

HAVE YOU EVER WORKED FOR THIS COMPANY? YES _____ NO _____	IF YES: WHERE: _____ WHEN: _____
SUPERVISOR'S NAME: _____	REASON FOR LEAVING: _____
ARE YOU ABLE TO PERFORM ALL THE FUNCTIONS OF THE JOB WITH OR WITHOUT REASONABLE ACCOMMODATIONS? YES _____ NO _____	
HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES _____ NO _____	IF YES, PLEASE EXPLAIN: WHEN: _____ WHERE: _____ ACTION TAKEN: _____
IF HIRED, DO YOU AGREE TO ABIDE BY THE SAFETY RULES OF THE COMPANY? YES _____ NO _____	IF HIRED, CAN YOU PROVIDE PROOF OF ELIGIBILITY TO WORK IN THE UNITED STATES OF AMERICA PRIOR TO BEGINNING WORK? YES _____ NO _____
HAVE YOU EVER BEEN COUNSELED FOR CASH-HANDLING SITUATIONS? YES _____ NO _____	IF YES, PLEASE EXPLAIN: _____

EDUCATION

	NAME AND CITY	LEVEL/YRS COMPLETED	TYPE OF DEGREE OR CERTIFICATE
HIGH SCHOOL			
COLLEGE OR OTHER SCHOOL			

IDENTIFICATION REQUIREMENTS

The Immigration and Control Act of 1986 requires that, if hired, before you start work you present to the selecting manager documents which establish your identity and eligibility to work in the United States. Some of the documents are:

- United States Passport
- Current Foreign Passport with attached Employment Authorization
- Driver's License
- State ID Card with Photo
- Certificate of Citizenship
- Certificate of Naturalization
- Social Security Card
- U. S. Military Card
- U. S. Birth Certificate
- Alien Registration Card with Photo

EMPLOYMENT HISTORY

Please read carefully: Begin with present or most recent employer and list all jobs you have held for the past five (5) years. Include any relevant volunteer work experience, account for periods of unemployment in the space below.

From	To	Employer Name	Job Title	
		Address		Phone
Job Description/Duties				
Immediate Supervisor		Starting Wage	Ending Wage	
Reason for leaving:				
May we contact this previous employer?				

From	To	Employer Name	Job Title	
		Address		Phone
Job Description/Duties				
Immediate Supervisor		Starting Wage	Ending Wage	
Reason for leaving:				
May we contact this employer?				

From	To	Employer Name	Job Title	
		Address		Phone
Job Description/Duties				
Immediate Supervisor		Starting Wage	Ending Wage	
Reason for leaving:				
May we contact this previous employer?				

Please explain any periods of unemployment:

From:	To:	How did you spend your time?
From:	To:	How did you spend your time?

DRUG AND ALCOHOL POLICY

Little Sister's Truck Wash, Inc. has a vital interest in maintaining a drug and alcohol-free environment for its employees, customers and visitors. Therefore, the company prohibits the use of, possession of, distribution of, purchase or sale of, offering to purchase or sell, transfer of, trafficking in and working or reporting for work under the influence of intoxicants, drugs or controlled or illegal substances. Applicants for employment may be required to take and pass a drug and alcohol screening test before they can begin work and employees may be tested if the company has a reasonable suspicion of substance abuse. Results of such test will be kept confidential in accordance with applicable laws.

Please read and sign below:

I hereby certify that the information contained in the application form is true and correct to the best of my knowledge and agree to have any of the statements checked by the company unless I have indicated to the contrary. I authorize the references listed above to provide the company with any and all information concerning my previous employment and any pertinent information they may have. Further, I release all parties and persons from any and all liability for my damages that may result from furnishing such information to the company as well as from the use or disclosure of such information by the company or any of its agents, employees or representatives. I understand that any misrepresentation, falsification, or material omission of information of this application may result in my failure to receive an offer if I am hired, in my dismissal from employment.

In consideration of my employment, I agree to conform to the rules and standards of the company and agree that my employment and compensation can be terminated at will, with or without cause, and with or without notice, at any time either at my option or at the option of the company.

Applicant's Signature: _____ Date: _____