

# Application FOR EMPLOYMENT



We are an Equal Opportunity Employer and fully subscribe to the principles of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion and job status, without regard to race, color, religion, creed, sex, marital status, national origin, age, physical or mental disability.

Position(s) Applied For: \_\_\_\_\_

How did you learn about us?

\_\_\_ Advertisement (Where? \_\_\_\_\_)      \_\_\_ Employment Agency  
\_\_\_ Relative or Friend (Who? \_\_\_\_\_)      \_\_\_ Other (\_\_\_\_\_)

## 1 CONTACT INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last M.I. First

Address: \_\_\_\_\_  
Street City State Zip Code

Telephone: \_\_\_\_\_ Best time to contact you is: \_\_\_\_\_

E-Mail: \_\_\_\_\_

## 2 GENERAL INFORMATION

\_\_\_ No \_\_\_ Yes Have you ever been employed with us before? (If yes, what position and when? \_\_\_\_\_)

\_\_\_ No \_\_\_ Yes Are you currently employed?

\_\_\_ No \_\_\_ Yes May we contact your present employer?

\_\_\_ No \_\_\_ Yes Are you at least 18 years of age and legally eligible for work in the United States?

\_\_\_ No \_\_\_ Yes Are you currently bound by a non-competition or trade secret agreement?  
If yes, please explain:

\_\_\_ No \_\_\_ Yes Have you ever been discharged or asked to resign from a job?  
If yes, please explain:

\_\_\_ No \_\_\_ Yes Have you ever been disciplined or discharged for making threats, fighting, or participating in any incidents involving violence?

\_\_\_ No \_\_\_ Yes Can you travel if a job requires it?

\_\_\_ No \_\_\_ Yes Do you have a valid Driver's License?

\_\_\_ No \_\_\_ Yes Can you perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?

Are you able to work \_\_\_ Full Time (please indicate 1st 2nd shift)

\_\_\_ Part Time (please indicate Mornings Afternoons Evenings)

\_\_\_ Temporary (please indicate dates available \_\_\_\_/\_\_\_\_/\_\_\_\_ - \_\_\_\_/\_\_\_\_/\_\_\_\_)

	Name and City	Major	Degree / Certificate
High School			
College			
Graduate School			
Other (specify)			

List any scholarships, academic honors, awards or special achievements:

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Please list any skills you have that are appropriate for the position you are applying for:

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Describe any job-related training received in the United States Military:

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List professional, trade, business or civic activities and offices held:

(You may exclude memberships which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status) \_\_\_\_\_

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Date available for work: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Desired salary range: \_\_\_\_\_

Employer		Dates Employed	Work Performed
Address			
Job Title		Wage	
Reason for Leaving			
Employer		Dates Employed	Work Performed
Address			
Job Title		Wage	
Reason for Leaving			
Employer		Dates Employed	Work Performed
Address			
Job Title		Wage	
Reason for Leaving			
Employer		Dates Employed	Work Performed
Address			
Job Title		Wage	
Reason for Leaving			

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

# Applicant's Certification Agreement and Consent to Reference and Background Check

I certify that the information given in this application is true and complete and understand that any misstatement or omission of information may result in denial of employment or discharge.

## Background Check

I hereby authorize Schumacher Elevator to conduct any and all reference and background checks it desires that are listed under the terms of the Background Check Policy, and with this I authorize the Company to speak with my references, personal and professional, to gather information about me.

I authorize all former employers and references to provide any information about me to the Company and release them of all liabilities and damages of all kinds for providing this information. I authorize the Company to verify the accuracy of all information that I have provided and also release my educational transcripts to the Company for education verification purposes.

I understand and agree that the results of my reference and background checks may affect the employment decision of Schumacher Elevator, and I hereby release Schumacher Elevator from any and all claims which may result from my reference and background check results.

I also understand that the Background Check Policy is subject to change without notice, in order to maintain compliance with government and industry standards and Company policy.

I have received, read, understand and agree to the Background Check Policy in its entirety. If I had questions regarding the policy, I have asked and received explanations, eliminating any confusion I may have had. I have also been advised that any future questions can be directed to Human Resources.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Social Security Number (Optional for application but will be required if a job offer is extended)

## For Personnel Department Use Only

Position(s) applied for is open:    Yes    No

Position(s) considered for: \_\_\_\_\_

Notes: