



EMPLOYMENT APPLICATION FORM

PLEASE PRINT ALL INFORMATION REQUESTED EXCEPT SIGNATURE

Name:

Last

First

Middle

Present Address:

Number

Street

City

State

Zip

Length of Time at This Address:

Telephone:

Email Address:

Position Applied For:

EDUCATION & OTHER INFORMATION

TYPE OF SCHOOL	NAME OF SCHOOL	MAILING ADDRESS	NO. OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Bus. or Trade School				
Professional School				
Schools - other				

Do you have a driver's license?

Yes

No

What is your means of transportation to work?

Driver's License Number:

State of issue:

Operator Commercial (CDL) Chauffeur

Expiration Date:

Have you had any accidents during the past three years?

How many?

Have you had any moving violations during the past three years?

How many?

Can you provide evidence of auto liability insurance?

Yes

No

Typing	<input type="checkbox"/> Yes _____ wpm	Personal Computer	<input type="checkbox"/> Yes	PC	<input type="checkbox"/>
	<input type="checkbox"/> No		<input type="checkbox"/> No	Mac	<input type="checkbox"/>

Other Skills:	
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Please list two references other than relatives or previous employers.

Name:	Name:
Position:	Position:
Company:	Company:
Address:	Address:
Telephone:	Telephone:

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to add any additional information necessary to describe your full qualifications for the specific position for which you are applying.

MILITARY

Have you served in the Armed Forces?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Are you now a member of the National Guard?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Specialty	Date Entered	Discharge Date
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Work Experience	Please list your work experience for the past five years beginning with your current employer or most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.		
Job One			
Name of Employer:	Name of Last Supervisor	Employment Dates	Salary
Complete Address:		From:	Start:
		To:	Final:
Phone Number:	Your Last Job Title:		
Reason for Leaving (be specific):			
May be contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
Job Two			
Name of Employer:	Name of Last Supervisor:	Employment Dates	Salary
Complete Address:		From:	Start:
		To:	Final:
Phone Number:	Your Last Job Title:		
Reason for Leaving (be specific):			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
Job Three			
Name of Employer:	Name of Last Supervisor:	Employment Dates	Salary
Complete Address:		From:	Start:
		To:	Final:
Phone Number:	Your Last Job Title:		
Reason for Leaving (be specific):			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by Elk Grove Food Bank Services (hereinafter called "the Company"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Elk Grove Food Bank Services, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the Executive Director of the Company. Both the undersigned and Elk Grove Food Bank Services may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise policies and procedures, including the job description for the position I am applying for.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contract.

I also understand that (1) the Company has a drug and alcohol policy (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is dependent on continual compliance of these policies. I further understand that continued employment may be based on the ability to meet the necessary job-related physical demands.

I understand that, in connection with the routine processing of your employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics, and mode of living. Upon written request from me, the Company will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with the Company shall be probationary for a period of sixty (60) days, and further that at any time during the probationary period or thereafter, my employment with the Company is terminable at will for any reason by either party.

Signature of Applicant

Date:

This Company is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

Thank you for your interest in working for Elk Grove Food Bank Services