



Job Application

P.O. Box 61, Elkton, VA 22827 Phone: [540-298-9476]

Please complete the application completely and accurately. Incomplete applications will not be considered. The company is committed to the policy of equal employment opportunity in its personnel and employment practices. Company policy prohibits discrimination in employment opportunities based on race, color, religion, sex, marital status, age, national origin, citizenship status, physical handicap, disability, medical condition, ancestry or any consideration made unlawful by federal, state or local laws.

Personal Information

First	Mi	Last	SSN#	Email
Street Address		City	State	Zip
		Home Phone	Mobile Phone	
Position:	Type:	Full Time	Part Time	Other

Other positions you would consider

Date available _____ Salary Expected _____

How did you learn about this employment opportunity? Referred by? _____

Will you work overtime on occasion if necessary? Yes No Do you have any obligations which would affect working as scheduled? Yes No

Work Authorization

Can you submit verification of your legal right to work in the United States? Yes No Are you 18 or older? Yes No

Have you ever been interviewed for employment by our company? Yes No If yes, by whom? _____

Were you ever employed by our company or its affiliates? Yes No Date from _____ Date to _____ Reason for leaving _____

Do you have any relatives working for us? Yes No If yes, please list: _____

Can you perform the essential functions of the job for which you are applying with or without accommodation? Yes No

If no, please explain: _____

Criminal Background Section

NOTE: Conviction of a crime will not necessarily disqualify you for employment. Each conviction will be evaluated on its own merits with respect to time, circumstances, and seriousness, in relation to the job for which you are applying. Falsifying or failing to discuss criminal history will result in disqualification.

Have you ever been convicted, pled guilty, "no contest" or admitted guilt (including participation in a first time offender program) to any misdemeanor or felony crime? Yes No If yes, please state the date of conviction, the county and state, and the nature of the offense _____

Are you currently on parole or probation? Yes No

Education History

Institution	No. of years Attended	Course of Study	Diploma/Degree Acquired
High School			
College			
Other Training			

Prior Work Experience--(Start with most recent position include any relevant military work history)

Employer _____ Address _____

Type of Business _____ Position Title _____

Primary Responsibilities _____

Employment Date from _____ Employment Date to _____ Starting Salary _____ Leaving Salary _____

Supervisor's Name _____ Reason for leaving _____

Contact Name & Job Title _____ Contact Telephone _____

Employer _____ Address _____

Type of Business _____ Position Title _____

Primary Responsibilities _____

Employment Date from _____ Employment Date to _____ Starting Salary _____ Leaving Salary _____

Supervisor's Name _____ Reason for leaving _____

Contact Name & Job Title _____ Contact Telephone _____

Employer _____ Address _____

Type of Business _____ Position Title _____

Primary Responsibilities _____

Employment Date from _____ Employment Date to _____ Starting Salary _____ Leaving Salary _____

Supervisor's Name _____ Reason for leaving _____

Contact Name & Job Title _____ Contact Telephone _____

References

(List two -- do not list relatives)

Full Name _____ Telephone _____

Address _____

Full Name _____ Telephone _____

Address _____

Personal Statement

I hereby understand that the Company may contact my previous employers and I authorize those employers to disclose to the Company all records and information pertinent to my

I hereby state that all information that I provided on this application or any other documents filled out in connection with my employment, and in any interview is true and correct.

Date: _____ Applicant's Signature: _____