

Paul Bros. Auto Body

Application for Employment

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, handicap or veteran status.

Date: _____ Position Applied For: _____

① PERSONAL INFORMATION

Last Name First Name Middle Initial

Street Address

City, State, Zip Code Home Phone

Pay Expected: _____ When will you be available for work? _____

② PLEASE CIRCLE YES OR NO BELOW:

Will you work overtime if asked? Yes No
Have you ever applied for employment with us before? Yes No
Are you legally eligible for employment in the U.S.? Yes No
Apart from religious observance, are you eligible for full-time work? Yes No
Have you attended I-CAR classes? Yes No
Are you ASE certified? Yes No
Have you ever been convicted of a felony? If yes, explain below Yes No

③ EDUCATION

College Major Years Attended Graduated

Business/Trade Major Years Attended Graduated

High School Years Attended Graduated

Elementary Years Attended Graduated

Other _____

④ EMPLOYMENT HISTORY- List most recent jobs first

Company Name _____ Tel # _____

Street Address _____ City _____ State _____

Job Title _____ Supervisor _____

Dates Employed _____ Pay _____

Reason for leaving: _____

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Employer #2

Company Name _____ Tel # _____

Street Address _____ City _____ State _____

Job Title _____ Supervisor _____

Dates Employed _____ Pay _____

Reason for leaving: _____

Employer #3

Company Name _____ Tel # _____

Street Address _____ City _____ State _____

Job Title _____ Supervisor _____

Dates Employed _____ Pay _____

Reason for leaving: _____

May we contact your ex-employers? Yes No

Did you serve in the Armed Forces? Yes No If yes, where? _____

⑤ REFERENCES– Please include professional reference where possible

1. Name _____ Address _____ City _____ State _____

Title/Employment _____ Phone # _____

2. Name _____ Address _____ City _____ State _____

Title/Employment _____ Phone # _____

3. Name _____ Address _____ City _____ State _____

Title/Employment _____ Phone # _____

DO NOT ANSWER ANY QUESTION IN THIS SECTION UNLESS THE BOX IS CHECKED

If the employer has checked the box next to the question, the information requested is needed for a legally permissible reason, including, without limitation, national security considerations, a legitimate occupational qualification or business necessity. The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal law also prohibits discrimination based on age, citizenship and disability. The laws of most states also prohibit some or all of the above types of discrimination as well as some additional types based on ancestry, marital status and sexual preference.

- Marital Status ___Single ___Married ___Divorced
- Previous Address _____
- Are you a Drug user? _____ If yes, what types? _____
- Will you submit to a drug test? _____
- Are you a U.S. Citizen? _____
- Are you 18 years old? _____

The information provided in this application for employment is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer reporting agency to report my credit and personal history I authorize you to do so. If a report is obtained you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report.

Date _____

Signature _____