

GENERAL

SUBJECTS OF SPECIAL OR RESEARCH WORK

U.S. MILITARY OR
NAVAL SERVICE

RANK

PRESENT MEMBERSHIP IN
NATIONAL GUARD OR RESERVES

(CONTINUED ON OTHER SIDE)

FORMER EMPLOYERS: (LIST BELOW LAST FOUR EMPLOYERS, STARING WITH LAST ONE FIRST)

DATE MONTH AND YEAR	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

REFERENCES: GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1.			
2.			
3.			

PHYSICAL RECORD:

DO YOU HAVE PHYSICAL LIMITATIONS THAT PRECLUDE YOU FROM PERFORMING ANY WORK FOR WHICH YOU ARE BEING CONSIDERED? YES NO
IF YES, WHAT CAN BE DONE TO ACCOMMODATE YOUR LIMITATION? _____

PLEASE DESCRIBE: _____

IN CASE OF

EMERGENCY NOTIFY _____

NAME

ADDRESS

PHONE NO.

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE PERSONAL OR OTHERWISE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PRIOR NOTICE."

DATE

SIGNATURE

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY

DATE

HIRED: YES NO

POSITION

DEPT.

SALARY/WAGE

DATE REPORTING TO WORK

APPROVED : 1.

2.

3.

EMPLOYMENT MANAGER

DEPT. HEAD

GENERAL MANAGER

“Criminal Record & Background Check Policy”

ATTENTION APPLICANT

“Please Read This Notice Before Filling Out Application”

Incomplete applications cannot be considered for employment. Your answer/information must be complete, accurate, and legible. (“N/A” is not an acceptable reply.) You must furnish all previous employer names, complete mailing address -including zip code, phone numbers, position held, and reason for leaving. We verify all information contained in the application. Please make certain that all answers/information are answered fully and honestly.

As stated in our application: **“MISREPRESENTATION OR OMISSION OF INFORMATION WILL RESULT IN REJECTION OR DISMISSAL”**

We contact all previous employers, by phone prior to employment and by US Mail after employed, to verify information you supply.

We obtain criminal records on all applicants/employees when hired. It is very important that you list all criminal convictions regardless if Misdemeanor or Felony.

1. A **Misdemeanor** conviction will not necessarily disqualify your application - provided you answer honestly and depending on the seriousness of the misdemeanor, age at time of conviction, age at time of application, and time lapse since the conviction.
2. **Felony** conviction prior to the age of 21 will receive consideration, depending upon the seriousness and time lapse since conviction.

You must explain all gaps between employments, including unemployment time(s).

Note to Driver Applicants: On Driver employees, we obtain MVR's annually.

Applicant Signature

ACCIDENT REVIEW FOR THE PAST 10 YEARS

(LIST ALL PREVENTABLE AND NON-PREVENTABLE)
Most Recent to Oldest

Nature of Accident

Date	(Head-on, Rear-end, Upset, Etc.)	Fatalities	Injuries	P- Preventable N-Non-preventable

TRAFFIC CONVICTIONS AND FORFEITURES FOR THE PAST 7 YEARS (OTHER THAN PARKING VIOLATIONS)

Location	Date	Offense	Penalty	Type of Vehicle

General

Have you ever been discharged from a job? Yes No If yes, please explain _____

Have you ever been convicted of a crime, plead guilty, or no contest to criminal charges, had a finding or determination of guilt entered against you by any court, or are criminal charges pending against you? Yes No
If yes, how many? _____ Please explain fully in the "Additional Comments" section of this application.

Have you ever had a security bond canceled or refused? Yes No If yes, please explain _____

Are you capable of lifting and/or carrying a minimum of 75 lbs? Yes No

Are you capable of lifting over your head a minimum of 75 lbs? Yes No

APPLICANT MUST READ AND SIGN (COMPANY DRIVERS)

AUTHORIZATION AND CONSENT

I hereby state that the information given by me in my employment application is true and complete in all respects, and I agree that if any information therein is found to be false or incomplete at any time and in any respect, I will be subject to rejection of my application or termination of my employment and benefits. I understand that in consideration of my application, an investigation may be conducted of my past employment and activities. I authorize past employers, personal references and any other persons with whom I am acquainted to answer all questions asked concerning my previous employment record, ability, character, reputation, and educational background. I release all persons, including past employers, credit bureaus, and government agencies from any liabilities or damages on account of having furnished such information in good faith.

In consideration of my application for employment, I authorize all previous employers or where I have applied and/or its agents to conduct such an investigation, and release the company named above, including its officers, employees, agents and representatives from all liability or responsibility for the investigation, which may include, but is not limited to the job performance, and driving histories. A telephonic facsimile (FAX) or a photographic copy of this authorization shall be as valid as the original.

It is also agreed that I release Carmichael to give my employment record, work history, and any other obtained information to any and all future employers and/or their agents.

As an applicant for a position with this company, I may be asked to demonstrate that I am capable of performing tasks, which are pertinent to the job. I also understand that if offered a job it may be conditioned on the results of a physical examination to determine my ability to perform and/or alcohol or drug test.

I agree to furnish such additional information and complete such examinations as may be required to complete my employment file.

I agree that I may be required to submit to alcohol and/or drug testing under the following categories: Pre -Employment, Random, Reasonable Cause, Post Accident, and as a result of receiving and/or causing an "On -The-Job-Injury".

I understand that the Commercial Motor Vehicle Act of 1986 states that Commercial Vehicle Operators may have only 1 Drivers License (CDL) which must be issued from the State in which they legally reside.

I understand it is Carmichaels' Policy that drivers notify their Service Center Manager within 24 hours of receipt of an any received citation for moving violations, be it in a Personal or Commercial Vehicle.

If hired, I agree to abide by all the Rules and Regulations and to read and follow the instructions and procedures contained in the "Federal Motor Carrier Safety regulations".

This application is limited to the position applied for. I understand that if I am not hired for this position this application will not be considered for any future employment openings and it will be necessary for me to complete additional applications if I desire to be considered for employment in the future.

I understand this application does not constitute a contract of employment with Carmichael either expressed or implied, but that if employed my employment will be an " employment at will" which may be terminated at any time by Carmichael or me.

I certify that I am a genuine applicant for employment and this application is being submitted solely for the purpose of seeking employment with Carmichael Cartage Company and for no other reason.

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge. I also understand that any misrepresentation or omission of information or facts may result in my rejection or dismissal.

I certify that I have read and understand all of this employment application.

Date

Applicant's Signature

Special Comments: Please use this section for any comments.