

APPLICATION FOR EMPLOYMENT

W.O. Blackstone is an equal opportunity employer. W. O. Blackstone strives to obtain diversity in our workplace by providing opportunities for women, minorities, veterans and qualified disabled individuals. W. O. Blackstone does not discriminate on the basis of race, color, religion, national origin, ancestry, physical and/or mental disability, marital status, gender, pregnancy, age, genetic information or any condition protected under state and federal law.

I hereby agree to comply with all company policies and procedures.

Position Applying For: _____ Date of Application: _____

PERSONAL INFORMATION

How were you referred to W. O. Blackstone? ☐ W.O. Blackstone Employee ☐ School ☐ Agency ☐ Self

☐ Other ☐ Advertisement Name of Referral Source: _____

First Name: _____ Last Name, Middle Initial: _____

Phone: _____ Alternate Phone: _____

Address: _____ City: _____

State: _____ Zip Code: _____

Do you have reliable transportation? ☐ Yes ☐ No

Are you at least 18 years of age? ☐ Yes ☐ No (If hired, you must furnish proof of age.)

Can you, after employment, submit verification of your legal right to work in the United States? ☐ Yes ☐ No

On what date are you available to work? _____

What is your desired compensation? _____

What is your availability? Check all that applies. ☐ Weekdays ☐ Evenings ☐ Overnight ☐ Weekends

Have you ever been convicted of, pled guilty or no contest to a misdemeanor or felony other than a minor traffic violation? ☐ Yes ☐ No

If yes, list the dates and types of convictions: _____

(A conviction will not necessarily disqualify you from employment.)

EDUCATION

Please indicate education or training which you believe qualifies you for the position you are seeking.

High School Name	City	State	Diploma
			<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> G.E.D

College or Vocational School Name	City	State	Degree

APPLICATION FOR EMPLOYMENT (CONTINUED)

EDUCATION CONTINUED

List any relevant awards and/or accreditations: _____

List any relevant licenses or certifications: _____

Are you fluent in any languages other than English? ☐ No ☐ _____

APPLICATION HISTORY

Have you ever applied to W. O. Blackstone? ☐ Yes ☐ No

If yes, please provide position and date _____

EMPLOYMENT HISTORY

Please provide record of employment for the last five years, listing the most recent position first:

Employer Name	Employer Address	Employer Phone #	Dates of Employment
Are you currently employed With this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Starting Job Title	Ending Job Title	Starting Pay	Ending Pay
Supervisor Name	Supervisor Title	Supervisor Phone #	
Reason for leaving:			
List your job duties and responsibilities:			
May we contact this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

Employer Name	Employer Address	Employer Phone #	Dates of Employment
Are you currently employed With this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Starting Job Title	Ending Job Title	Starting Pay	Ending Pay
Supervisor Name	Supervisor Title	Supervisor Phone #	
Reason for leaving:			
List your job duties and responsibilities:			
May we contact this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

APPLICATION FOR EMPLOYMENT (CONTINUED)

EMPLOYMENT HISTORY CONTINUED

Employer Name	Employer Address	Employer Phone #	Dates of Employment
Are you currently employed With this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Starting Job Title	Ending Job Title	Starting Pay	Ending Pay
Supervisor Name	Supervisor Title	Supervisor Phone #	
Reason for leaving:			
List your job duties and responsibilities:			
May we contact this employer?		<input type="checkbox"/> Yes <input type="checkbox"/> No	

PROFESSIONAL REFERENCES

First Name	Last Name	Phone #	Relationship	Years Known

AUTHORIZATION

Initial Each

- _____ "I declare under penalty of perjury that the information contained in this application and any resume or other documentation submitted is true and complete to the best of my knowledge"
- _____ "I understand that any false information or significant omissions will disqualify me from further consideration for employment, and will be justification for my dismissal from employment, if discovered at a later date."
- _____ "I agree to immediately notify the Company if I should be convicted of any crime while my job application is pending or during my period of employment, if hired."
- _____ "I give permission for a complete employment background check."
- _____ "I authorize the investigation of all statements contained in the Application for Employment accompanying resume, if any) and further authorize any person, school, current employer (except as expressly noted), past employer(s), and organizations named in the Application for Employment to provide the Company with records, information, and opinion that may be useful in making a hiring decision. I release all informants from all liability for any damage that may result from furnishing information and opinion (which is truthful or made in good faith) to the Company"
- _____ "I UNDERSTAND THAT THIS APPLICATION DOES NOT CREATE AN EMPLOYMENT CONTRACT"

Applicant Signature: _____ Date: _____

FOR HR USE ONLY

Application Received: _____