



PRE-EMPLOYMENT APPLICATION

Our Company is an equal opportunity employer and will consider all applicants for all positions equally without regard to their race, sex, age, color, religion, national origin, veteran status or any disability as provided in the Americans With Disabilities Act.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed. Each question must be answered in a complete and accurate manner as no action can be taken on this application until all questions have been answered. If a question is not applicable, place an **NA** for that question.

PERSONAL:

Name			Date
Home Phone	Other Number	Fax Number	E-Mail Address

ADDRESS INFORMATION

Current Address	City	State / Zip	Num. Years
Previous Address	City	State / Zip	Num. Years

- Are you over 18? Yes No
- Are you a citizen of the U.S. Yes No
 If you are not a U.S. citizen, do you have the legal right to be employed in the United States? Yes No
If yes please send a copy of your work permit.
- Have you ever been convicted of any crime (excluding minor traffic violations including driving while under the influence of alcohol or drugs?) Yes No
If yes, state the offense, location, date and disposition on a separate sheet of paper. Note: A conviction will not necessarily disqualify you from employment
- Do you have the ability, with or without reasonable accommodations, to work overtime or to travel if travel and/or overtime are required by the job for which you are applying? Yes No
If no explain: _____

- Would you be willing and able to relocate? Yes No
- Do you have a Driver's License: Yes No
 State _____ Number _____
 Is it valid? Yes No

EMPLOYMENT DESIRED:

7. Are you seeking Full-time Part-time Temporary or summer employment?

8. Position applied for _____
 Annual Salary Desired \$ _____

9. Date Available to Start _____ ASAP _____

10. Have you ever applied to our company before? Yes No

11. Have you ever worked for our company before? Yes No
If your answer yes to either question 11 or 12, state when and where you applied and/or worked.

12. How did you learn of our company and/or position? Fan of Chuck Norris and/or through **KICKSTART** website _____

13. Are you now, or you do expect to be, working in any other business or job? Yes No

14. Are there any days or hours you would be unable or unwilling to work? Yes No
If yes, please specify on a separate sheet of paper those days or hours you would be unable or unwilling to work.

EDUCATION:

Name, Address	Dates	Graduate	Major Courses
High School	From: To:	Yes No Type of Diploma	
College	From: To:	Yes No Type of Diploma	
Trade School	From: To:	Yes No Type of Diploma	

15. Are you planning to pursue further studies? Yes No
 If so, when, where and what courses? _____

16. List any scholastic honors, offices held and activities involved in during high school and college. _____

17. List and describe any other School or Specialized Training. _____

MILITARY:

18. Have you ever served in the military? Yes No
Service Branch _____ Date Entered _____

19. Type of discharge. _____ Date Separated _____ Final Rank _____

CAPABILITY/ RELIABILITY:

20. Would you be willing and able to perform all of the tasks required by the job you are applying for? Yes No
If not, explain which tasks: _____

21. Have you filed any type of fraudulent claim against any of your present or past employers? Yes No
If yes, explain: _____

22. Will you abide by the safety rules of this company? Yes No

23. Have you ever been disciplined for violating company safety rules or regulations? Yes No
If yes, please explain: _____

24. How many days of work (or school) have you missed in the last two years? _____

25. How many times have you been late for work (or school) in the last two years? _____

26. Would you be willing and able to report to work on time every day on a regular and consistent basis?
Yes No

WORK HISTORY:

List names of employers in consecutive order with **present or last employer listed first**. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references. You may use a separate sheet.

PLEASE GIVE MONTH AND YEAR

DO NOT REFERENCE YOUR RESUME.

Name of Employer	Address	Dates of Employment From: To:
Telephone Number	Supervisor	Your Job Title
Annual Salary	Reason For Leaving	Duties

Permission to call current employer? Yes No

Name of Employer	Address	Dates of Employment From: To:
Telephone Number	Supervisor	Your Job Title
Annual Salary	Reason For Leaving	Duties

Name of Employer	Address	Dates of Employment From: To:
Telephone Number	Supervisor	Your Job Title
Annual Salary	Reason For Leaving	Duties:

Name of Employer	Address	Dates of Employment From: To:
Telephone Number	Supervisor	Your Job Title
Annual Salary	Reason For Leaving	Duties

27. If you worked in any of your previous positions under another name, please give that name below: (For reference checking purposes)

Name _____ @ Company _____
 Name _____ @ Company _____

28. Are you presently employed? Yes No
 If yes, may we contact your present employer? Yes No

29. Have you ever been fired or asked to resign? Yes No
 If yes, please explain _____

30. Have you ever been disciplined or received verbal or written warnings for absenteeism or tardiness? Yes No
 If yes, please explain: _____

SPECIAL SKILLS:

31. Do you type? Yes No
 Words per minute? _____

32. Have you had any computer or word processing experience or training? Yes No
 If yes, please describe Proficient in Microsoft Office Suite _____

33. What languages do you speak fluently? _____

34. Use the space below to describe why you are interested in working for our company and to list those skills and abilities which you feel particularly qualify you for a position with us. If you need more space, please continue on a separate sheet.

REFERENCES:

Give three or more references that have known you for three or more years. Do not use relatives or former employers.

Name	Address	Phone	Occupation
Name	Address	Phone	Occupation
Name	Address	Phone	Occupation
Name	Address	Phone	Occupation
Name	Address	Phone	Occupation

AFFIDAVIT:

I certify that my answers to the foregoing questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application form or during any interviews may be grounds for my immediate discharge.

I hereby authorize **KICKSTART** to contact any company or individual it deems appropriate to investigate my employment history, character and qualifications and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation. In addition, I hereby waive my right to bring any cause of action against these individuals for defamation, invasion of privacy or any other reason because of their statements.

I agree that, if I am employed, I will abide by all the rules and regulations of **KICKSTART**. I understand that the taking of drug and alcohol tests when given pursuant to company policy, are a condition of continued employment and refusal to take such tests when asked will be grounds for my immediate termination. I further understand that nobody in **KICKSTART** is authorized to enter into any written or verbal employment contracts with me for any definite period of time without the express written consent of the Executive Director of **KICKSTART**.

Signature _____ Date ___/___/___