



# Application for Employment

## Personal Information

Name: Last _____ First _____ MI__ SSN _____	Drivers License? Yes No
Current Address _____	State: _____ Class: _____
City _____ State _____ ZIP _____ Phone _____	Special Endorsements: _____

## General Information

Position Desired \_\_\_\_\_ Salary Expected \_\_\_\_\_ Date Available \_\_\_\_\_

Are you interested in/willing to accept: Full Time Part Time Shift Work Permanent Temporary Seasonal

Availability: Sun Mon Tues Wed Thurs Fri Sat

From						
To						

How were you referred to us? \_\_\_\_\_ Do you have friends/family employed here? Who? \_\_\_\_\_

## Education

Highest level of education completed: GED Some high school High school Some college College Post-grad

Name of School Course of Study Degree/Certificate/License and Date Received

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Special skills, abilities, certificates, licenses, equipment and training obtained from school, work or life experience:

\_\_\_\_\_

\_\_\_\_\_

Other qualifications: \_\_\_\_\_

## Work Experience

Are you presently employed? Yes No If so, may we contact your present employer? Yes No

Previous Employers:

Name and Address	Phone	Position	Pay/Salary		Dates		Reason for Leaving:	
			Start	End	Start	End	Quit	Layoff
Supervisor			Start	End	Start	End	Fired	Still Employed
Supervisor			Start	End	Start	End	Quit	Layoff
Supervisor			Start	End	Start	End	Fired	Still Employed

Please summarize any other work experience you have: \_\_\_\_\_

\_\_\_\_\_

**Personal References** (not related to you, and not former supervisors)

Name _____	Name _____	Name _____
Day Phone _____	Day Phone _____	Day Phone _____
Evening Phone _____	Evening Phone _____	Evening Phone _____
Occupation _____	Occupation _____	Occupation _____

**Other**

Have you ever served in the Armed Forces? Yes No Branch \_\_\_\_\_ Specialty \_\_\_\_\_  
Are you currently serving in the National Guard or any Reserve branch? Yes No  
If yes, please explain your current duties: \_\_\_\_\_

Have you ever been convicted of a crime? Yes No If yes, explain convictions, nature of offense(s), how recent, etc.  
\_\_\_\_\_

**Specific Skills and Requirements**

Do you have any physical impairments? Yes No Are you able to climb stairs daily? Yes No  
Do you have any allergies? Yes No If so, to what: \_\_\_\_\_  
\*If you are applying for a warehouse position: An essential part of this job requires that you continuously lift and lower packages that may weigh up to 70 pounds. To do this, you must be able to frequently adjust your body position to bend, stoop, stand, walk, turn and pivot. In addition, you must work in an environment with variable temperatures and must be able to read words and numbers.  
Can you perform these essential functions for shifts up to 10 hours? Yes No  
Have you worked with any of the following:  
Computers/Office Equipment Building Maintenance Assembly Manufacturing Mechanics Quality Assurance  
\_\_\_\_\_  
\_\_\_\_\_

Applicants are considered for all positions and employees are treated without regard to race, color, creed, religion, gender, national origin, age, marital or veteran status, sexual orientation, disability, or any other legally protected status.

Many positions at Sure Foot Corporation require exposure to toxic or caustic chemicals, moving mechanical parts, fumes or airborne particles, vibration, and/or loud noise. If you have allergies or other sensitivities to these elements, you should strongly consider not applying for any position.

Violations of safety rules or common safety practices may be grounds for disciplinary action, up to and including discharge from employment

I authorize investigation of all statements on this application and fully release reporting companies from any liability resulting from the verification process.

I hereby certify that the statements made on this application are true, correct, and complete. I understand that any misrepresentation or omission of information on this application may be grounds for discharge from employment when discovered. I agree that I may be contacted and asked to provide additional information.

I understand and agree that, if hired, employment is on an at-will basis and that employees are free to resign or may be terminated at any time with or without prior notice and with or without cause.

All job offers are contingent on successful completion of pre-employment background check.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

---

**OFFICE USE ONLY** Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_ Hired: Yes No  
Position \_\_\_\_\_ Salary \_\_\_\_\_ Employment Start Date \_\_\_\_\_  
Interviewer Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_