



# APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Answer each question fully and accurately. No action can be taken on this application until you have answered all questions. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on back of application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non job-related information.

Personal Information			
Last Name	First Name	Middle Name	
Address	City	State	Zip
Social Security # (Optional)	Home Number	Cell Number	
Are you 18 years of age or older? Yes <input type="checkbox"/> No <input type="checkbox"/> (If you are hired, you may be required to submit proof of age.)			
If hired, can you furnish proof of you are eligible to work in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>			

Employment Desired		
Position	Date You Can Start	Type of Employment Full Time <input type="checkbox"/> Part Time <input type="checkbox"/>
Have you ever applied to this company before?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, when? _____
Were you ever employed here?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, when? _____
Have you ever been convicted of any law violation (except for a minor traffic violation)?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, give details _____ (A "Yes" answer does not automatically disqualify you from employment, since the nature of the offense, date, and the job of which you are applying is also considered.)		
List professional, trade, business or civic activities and offices held _____ (Exclude labor organizations and memberships which reveal race, color, religion, national origin, sex, age, disability or other protected status.)		

<b>For Driving Jobs Only:</b>	Do you have a valid driver's license?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Driver's License Number _____		Class of License _____
Have you ever had your driver's license suspended or revoked in the last 3 years?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, give details _____		

Education		
High School Attended or GED and Location	Years Completed	Did You Graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
College or University and Location	Years Completed	Did You Graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
Vocational or Technical and Location	Years Completed	Did You Graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>
What skills or additional training do you have that relate to the job for which you are applying? _____		
What machines or equipment can you operate that relate to the job for which you are applying? _____		

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. Note: A job offer may be contingent upon acceptable references from current and former employers.

Employment History			
Name of Employer		Address (Street, City, State, Zip Code)	
Job Title and Duties		Name of Supervisor and Phone Number	
Date Employed (Month / Year)	Date Left (Month / Year)	Starting Salary	Final Salary
Reason for Leaving			
Name of Employer		Address (Street, City, State, Zip Code)	
Job Title and Duties		Name of Supervisor and Phone Number	
Date Employed (Month / Year)	Date Left (Month / Year)	Starting Salary	Final Salary
Reason for Leaving			
Name of Employer		Address (Street, City, State, Zip Code)	
Job Title and Duties		Name of Supervisor and Phone Number	
Date Employed (Month / Year)	Date Left (Month / Year)	Starting Salary	Final Salary
Reason for Leaving			

Have you worked or attended school under any other name?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, give names _____
Are you presently employed?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, whom do you suggest we contact? _____
Have you ever been fired from a job or asked to resign?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, please explain _____

**PLEASE READ AND INITIAL EACH STATEMENT CAREFULLY BEFORE SIGNING**

\_\_\_\_\_ I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

\_\_\_\_\_ I understand that Paragon Industries Inc. may make a thorough investigation of my entire work and personal history, including criminal background. I agree to provide my Social Security and driver's license numbers upon request for that purpose.

\_\_\_\_\_ I authorize the investigation of any or all statements contained in this application. I also authorize whether listed or not, any person, school, current employer, past employers and organizations to provide relevant and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

\_\_\_\_\_ I understand that if I am extended an offer of employment it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying.

\_\_\_\_\_ I understand that I may be required to successfully pass a drug or alcohol screening examination. I hereby consent to a pre and/or post employment drug screen as a condition of employment, if required. I understand I may receive a copy of Paragon Industries Inc. drug and alcohol policy upon request.

\_\_\_\_\_ I UNDERSTAND THAT THIS APPLICATION OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE A CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.

I have read, understand and by my signature consent to these statements.

Signature \_\_\_\_\_

Date \_\_\_\_\_