

HARDWARE SALES INC.

2034 JAMES STREET, BELLINGHAM, WA 98225

Phone: 360-734-6140 Fax: 360-734-0069

www.hardware-sales.net

Date: _____

Position Desired: _____

Type of Employment Desired: Full-time Part-time Long-term Able to work Saturdays?

EMPLOYMENT APPLICATION

Name: _____ Social Security Number: _____

Present Address: _____
Street City, State, Zip

Permanent Address: _____
Street City, State, Zip

Telephone Number: (____) _____ Years at this address: _____

Prior Address: _____

Are you lawfully able to be employed in the United States? ___ Yes ___ No

Have you ever applied to this company before? _____ If yes, when? _____

Are you currently employed? _____ If yes, may we contact your employer? _____

Date you can start: _____ Salary desired: _____

EDUCATION	<u>Name/Location of School</u>	<u>Subjects Studied</u>	<u>Did you graduate?</u>
High School	_____	_____	_____
College	_____	_____	_____

SPECIAL SKILLS _____

I WOULD LIKE TO WORK AT HARDWARE SALES BECAUSE _____

REFERENCES (List below the names of three people not related to you whom you have known at least one year.)

Name	Address	Phone	Years Acquainted
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMPLOYMENT HISTORY *(List your last three employers, starting with the most recent.)*

Employment Dates (Mo/Yr to Mo/Yr) _____ **Job Title** _____ **Employer Name** _____
to _____
Supervisor: _____ Employer Address: _____
Telephone: (____) _____ City, State: _____ Duties: _____
Reason for Leaving: _____

Employment Dates (Mo/Yr to Mo/Yr) _____ **Job Title** _____ **Employer Name** _____
to _____
Supervisor: _____ Employer Address: _____
Telephone: (____) _____ City, State: _____ Duties: _____
Reason for Leaving: _____

Employment Dates (Mo/Yr to Mo/Yr) _____ **Job Title** _____ **Employer Name** _____
to _____
Supervisor: _____ Employer Address: _____
Telephone: (____) _____ City, State: _____ Duties: _____
Reason for Leaving: _____

IN CASE OF EMERGENCY, PLEASE NOTIFY:

Name	Address	Phone	Relationship
_____	_____	_____	_____

"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 this information. I further understand that Hardware Sales is a hire and fire at will organization."

Applicant Signature _____
Date

***** PLEASE DO NOT WRITE BELOW THIS LINE*****

Interviewed by: _____ Date: _____

PRE-EMPLOYMENT INQUIRY RELEASE

In connection with my application for employment with Hardware Sales, I understand that investigative background inquiries are to be made on myself, including consumer credit, criminal convictions, motor vehicle, and other reports. These reports will include information as to my character, work habits, performance and experience along with reasons for termination of past employment from previous employers. Further, I understand that Hardware Sales will be requesting information from various Federal, State, and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences.

I authorize, without reservation, any party or agency contacted by this employer to furnish the above-mentioned information.

I hereby consent to Hardware Sales obtaining the above information from any and all sources contacted. I understand that to aid in the proper identification of my file or records, the following information, as well as other information, is necessary.

Print First Name: _____ Full Middle Name: _____ Last: _____

Birth Name (If different) First: _____ Full Middle Name: _____ Last: _____

Social Security Number: _____

Date of Birth: _____ Sex: _____

Address: _____

City/State/Zip: _____

Phone: _____

E-mail: _____

Applicant Signature

Prospective Employer:
Hardware Sales
2034 James Street
Bellingham, WA 98225
Phone: 360-734-6140