

SUPERTANS APPLICATION FOR EMPLOYMENT

DATE:

PERSONAL INFORMATION (PLEASE PRINT OR TYPE ALL INFORMATION)

NAME:	LAST	FIRST	MIDDLE INITIAL	SOCIAL SECURITY NO
CURRENT ADDRESS:	STREET AND NUMBER		APT. NO.	CITY STATE ZIP CODE
HOME TELEPHONE:	()		BUSINESS TELEPHONE ()	
CAN YOU, UPON EMPLOYMENT, SUBMIT VERIFICATION OF YOUR LEGAL RIGHT TO WORK IN THE UNITED STATES? <input type="checkbox"/> YES <input type="checkbox"/> NO				
ARE YOU OF LEGAL AGE TO WORK? <input type="checkbox"/> YES <input type="checkbox"/> NO				
HAVE YOU EVER BEEN CONVICTED OF A FELONY WHICH HAS NOT BEEN EXPUNGED OR SEALED BY A COURT? <input type="checkbox"/> YES <input type="checkbox"/> NO				
If YES, set forth the nature and dates of the conviction and date of release from prison:				

*Record of conviction does not necessarily disqualify applicant from employment consideration

JOB INTEREST

POSITION DESIRED:	MINIMUM SALARY DESIRED:	DATE AVAILABLE:	SHIFTS PREFERRED:
AVAILABLE TO WORK: <input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> TEMPORARY <input type="checkbox"/> SUMMER		DAYS/HOURS AVAILABLE:	

EDUCATION

SCHOOL NAME	CITY & STATE	MAJOR COURSE OF STUDY	HIGHEST GRADE COMPLETED
HIGH SCHOOL			
COLLEGE			
BUSINESS, TECHNICAL/TRADE			
EXTRACURRICULAR ACTIVITIES: _____			
ACTIVITIES, HONORS, OFFICES HELD THAT ARE JOB RELATED: _____			
DESCRIBE OTHER JOB RELATED TRAINING COMPLETED: _____			

EMPLOYMENT HISTORY:

COMPANY NAME	CITY & TELEPHONE NO.	POSITION	SALARY	EMPLOYED FROM - TO	REASON FOR LEAVING

COMPUTER EXPERIENCE? IF YES GIVE DETAILS. _____

CASH REGISTER EXPERIENCE? IF YES GIVE DETAILS. _____

REFERENCES

GIVE THE NAMES OF THREE PERSONS TO WHOM YOU ARE NOT RELATED AND BY WHOM YOU HAVE NOT BEEN EMPLOYED:

NAME	ADDRESS	TELEPHONE	OCCUPATION	YEARS KNOWN

CONDITIONS FOR EMPLOYMENT

Please read the following statements carefully as they constitute conditions for employment with **SUPERTANS**:

1. The information that I have provided on this application is accurate and true to the best of my knowledge.
2. I understand that any misrepresentation or omission of a fact on my application or during the interview process may result in the refusal of employment, or if employed immediate termination from **SUPERTANS** employment.
3. The persons, schools, current and prior employers, and other organizations or employers named in this application are authorized by me to verify the information I have provided and to provide **SUPERTANS** with information that may be requested by **SUPERTANS** to arrive at an employment decision. I am willing that a photocopy of this authorization be accepted with the same authority as the original. I hereby waive and release all persons, schools, current and prior employers and other organizations from any liability arising from reliance on the disclosure of any of the above information whether in writing or orally and further waive and release **SUPERTANS** from any liability arising from reliance on the aforementioned information or the use, publication, or retention of such information within the context of its applicant review procedures.
4. I agree to protect **SUPERTANS**' confidential information, trade secrets, and names or addresses of clients, and I will not disclose to others any of said confidential information.
5. Although **SUPERTANS** makes every effort to accommodate individual preferences, business needs may make the following conditions mandatory: Overtime, shift work, a rotating work schedule, or a work schedule that includes Saturday and/or Sunday. I understand and accept these as conditions of my employment.
6. In the event that I am employed, I agree to conform to **SUPERTANS**' rules and regulations. I understand that my employment is at will, and that my employment can be terminated with or without good cause at any time, for any reason, at the option of the company or myself. I understand that no one except the President of **SUPERTANS** can change this understanding and I further understand that any change in this understanding must be in writing.
7. I understand that **SUPERTANS** will not employ persons who use illegal drugs and/or abuse alcohol or legal drugs, and that the company retains the right to screen from employment such individuals.
8. I will be able, if hired, to certify that I am authorized to work in the United States of America, and understand that in accordance with the Immigration Reform and Control Act that I will be required to provide timely documentation of identity and employment eligibility.

Signature of Applicant _____

Date _____

Thank you for taking the time to complete our Employment Application.

This Employment application will only be valid for 90 days from the date of the application. If you wish to be considered for employment subsequent to that date, a new application must be completed.