

Topanga Lumber and Hardware Co., Inc.
Application for Employment

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

Each question should be fully and accurately answered. No action can taken on this application until all questions have been answered. Use blank paper if you do not have enough room on this application. Please print, except for the signature on the back of the 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.

Job applied for _____

Today's date _____

Are you seeking full time or part time work? _____

When can you start work? _____

Last Name, first name, middle initial _____ Phone _____

Street address _____

City _____ State _____ Zip code _____

Do you own or rent at this address _____

What is your e-mail address _____

Are you 18 years of age or older? _____

(Please note that proof of age may be required prior to being hired)

Social security number _____

If hired can you provide proof of work eligibility in the United States? _____

Have you ever applied here before? _____ If so when? _____

Have you ever been employed here? _____ If so when? _____

Have you ever been convicted of any law violation (except for minor traffic violations), if so please give details

Education

Name and address of High school _____

Did you graduate? _____ Highest grade completed _____

Name and address of College, University or trade school

Subjects Studied

Are you a citizen of the United States? _____

If not can you supply a green card? _____

Special Skills

What special skills or additional training do you have that are related to the job for which you are applying?

What machines or equipment can you operate that are related to the job that you are applying for?

(For example: forklift, radial arm saw, computer, driving experience ECT.)

For Driving Jobs Only

Do you have a valid drivers license? _____

What is your drivers license number and the state from which its issues from?

What class of drivers license do you have? _____

Have you ever had your license suspended or revoked in the last 3 years? _____

If the answer is yes to the above please give details

List professional, trade, business or civic activities and offices held (exclude labor organizations, and memberships which reveal your race, color, religion, national origin, sex, age, disability or other protected status)

Work History

List names of employers (include addresses and phone numbers) in consecutive order with present or last employer listed first for at least 5 years. Account for all periods of time including military service (include specialty) and any periods of unemployment. Supervisor's name, dates of employment, starting and final pay rate and finally the reason for leaving the company. If self-employed, give firm name and vendor references.

1. _____

2. _____

3. _____

Have you ever worked or attended school under any names not given above? _____

Are you presently employed? _____

Have you ever been fired from a job or asked to resign? _____

If so please explain

Give three references, not relatives or former employers

(Also provide addresses and phone numbers)

1. _____

2. _____

3. _____

Affidavit

Please read 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 justify my dismissal if discovered at a later date.

I understand that the employer may request an investigative consumer report from a consumer-reporting agency. This report may include information as to my character, reputation, personal characteristics, and mode of living obtained from interviews with neighbors, friends, former employers, schools and others. I understand I have a right to make written request within a reasonable time for the disclosure of the name and address of the consumer-reporting agency so that I may obtain a complete disclosure of the nature and scope of the investigations.

I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer (except previously noted), past employers and organizations named in this application to provide relevant information 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 I may be required to successfully pass a drug screening examination and I hereby consent to the company's drug policy.

I understand that this application or subsequent employment does not create a contract of 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 _____

This application for employment will remain active for a limited time. Ask the interviewing representative for details.