



### Employment Application

*It is the policy of this company to provide equal opportunity employment to all qualified persons without discrimination on the basis of sex, race, color, religion, age, marital status, national origin, citizenship, disability, pregnancy, medical condition, sexual orientation, veteran status, or any other status protected under state and federal law.*

#### Personal

Name: \_\_\_\_\_

Current address: \_\_\_\_\_

How long have you lived at this address? \_\_\_\_ Years \_\_\_\_ months

Previous address: \_\_\_\_\_

How long did you live at this address? \_\_\_\_ Years \_\_\_\_ months

Telephone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

#### Job interest/skills

Position applied for: \_\_\_\_\_ Expected rate of pay: \_\_\_\_\_

Type of Employment requested:

Full time     Part time     Temporary     Seasonal

Date available for employment: \_\_\_\_\_

Summarize any other relevant skills or qualifications:

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General

Do you have any auto glass repair or replacement experience? \_\_\_\_ yes/\_\_\_\_ no

Are you legally permitted to work in the United States? \_\_\_\_ yes/\_\_\_\_ no

If hired, can you furnish proof that you are over 18 years of age? \_\_\_\_ yes/\_\_\_\_ no

Have you ever pled guilty or "no contest" to, or been evicted of, a misdemeanor or  
Felony? \_\_\_\_ yes/\_\_\_\_ no

If yes, please provide the date and details: \_\_\_\_\_

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*Note: Answering "Yes" to the question above does not constitute an automatic bar from employment. Factors such as age, time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account. (Do not include minor traffic infractions, and convictions for which the record has been sealed or expunged, any conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed, referrals to and participation in any pretrial or post-trial diversion programs.*

### Education

School Name	Years Completed (Circle)	Did you graduate? (Circle)	Diploma/Degree	Course of study	Training & experience
<u>High School:</u>	9 10 11 12 GED	Yes/No			
<u>College:</u>	1 2 3 4	Yes/No			
<u>Trade:</u>		Yes/No			
<u>Other:</u>					

### References

*Please list persons you know well—not previous employers or relatives*

Name	Relationship	Home Phone	Daytime Phone

### Employment History

*Please list the names of your present or previous employers in chronological order with present or last employer listed first. Be sure to account for all periods of time including military service and any period of unemployment. If self-employed, give firm name and supply business references.*

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor name: \_\_\_\_\_ Phone: \_\_\_\_\_

Employed from \_\_\_\_\_ to \_\_\_\_\_ Starting pay rate \_\_\_\_\_ Ending pay rate \_\_\_\_\_

Position title and duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer? \_\_\_\_ yes/ \_\_\_\_ no

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor name: \_\_\_\_\_ Phone: \_\_\_\_\_

Employed from \_\_\_\_\_ to \_\_\_\_\_ Starting pay rate \_\_\_\_\_ Ending pay rate \_\_\_\_\_

Position title and duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer? \_\_\_\_ yes/ \_\_\_\_ no

Name of Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor name: \_\_\_\_\_ Phone: \_\_\_\_\_

Employed from \_\_\_\_\_ to \_\_\_\_\_ Starting pay rate \_\_\_\_\_ Ending pay rate \_\_\_\_\_

Position title and duties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer? \_\_\_\_ yes/ \_\_\_\_ no

### Acknowledgement

In the event of my employment to a position with A-2-Z Glass, I will comply with all rules and regulations of A-2-Z Glass. I understand that A-2-Z Glass reserves the right to require me to submit to a test for the presence of drugs in my system prior to employment and at any time during my employment, to the extent permitted by law. I consent to the disclosure of the results of any tests to A-2-Z Glass. I also understand that I may be required to take other tests such as personality and honesty tests, prior to employment and during my employment. I understand that should I decline to sign this consent or decline to take any of the above tests, my application for employment may be rejected or my employment may be terminated.

I understand that A-2-Z Glass may investigate my driving record and my criminal record and that an investigative consumer report may be prepared. I understand that I have the right to make a written inquiry within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. I further understand that A-2-Z Glass may contact my previous employers, if I have indicated permission within this application, and I authorize the employers to disclose to A-2-Z Glass all records and information pertinent to my employment with them. In addition to authorizing the release of any information regarding my employment, I hereby fully waive any rights or claims I have or may have against my former employers, their agents, employees and representatives, as well as other individuals who release information to A-2-Z Glass, and release them from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such

information is favorable or unfavorable to me. I authorize the persons named herein as personal references to provide A-2-Z Glass with any pertinent information they may have regarding myself.

I hereby state that all the information that I provided on this application or any other documents filled out in connection with my employment, and in any interview is true and correct. I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that if I am employed and any such information is later found to be false or incomplete in any respect, I may be dismissed. I understand if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 Form in this regard.

If hired, I agree as follows: My employment and compensation is terminable at-will, is for no definite period, and my employment and compensation may be terminated by either A-2-Z Glass or me at any time and for any reason whatsoever, with or without good cause.

This is the entire agreement between A-2-Z Glass and the Employee and this agreement supersedes any and all prior agreements. It is further agreed and understood that any agreement contrary to the foregoing must be entered into, in writing, by myself and the President of A-2-Z Glass. No supervisor or representative of A-2-Z Glass, other than its President, has any authority to enter into any agreement contrary to the foregoing. Oral representations made before or after you are hired do not alter this Agreement.

If any term or provision, or portion of this Agreement is declared void or unenforceable it shall be severed and the remainder of this Agreement shall be enforceable. If you have any questions regarding this statement, please ask the company President before signing. I hereby acknowledge that I have read the above statements and understand the same. My signature below attests that I have read, understood, and agree to be legally bound to all of the above terms.

This application for employment is valid for the next 120 days. I understand that if I wish to be considered for employment after this period of time, I must apply again.

Applicants signature: \_\_\_\_\_ Date: \_\_\_\_\_