



HARDWOOD INDUSTRIES, INC.

APPLICATION FOR EMPLOYMENT

Thank you for considering Hardwood Industries in your job search. Hardwood Industries is an equal employment opportunity employer and does not discriminate on the basis of sex, age, race, color, religion, national origin, mental or physical disability, sexual orientation, political affiliation, marital, or veteran status. No application will be rejected as a result of disability that, with reasonable accommodation, does not prevent performance of the essential job duties.

CONFIDENTIAL

To complete this form, either type or use ink.
Complete all questions, sign, and date your name in the space provided on page 2.

PERSONAL

DATE: _____

Name: _____
Last First Middle

Address: _____
Number Street Apt.

City State Zip Code

Position Applied For: _____

Salary Desired: _____ Date you can Start: _____

Telephone: Work: _____ Home/Message: _____

May we contact your present employer? _____ Yes _____ No

GENERAL INFORMATION

Are you 18 years of age or older? _____ Yes _____ No

Do you have the legal right to work in the United States?
(Successful applicants will be required to prove identity and eligibility for employment.) _____ Yes _____ No

Do you have experience in, or have you ever worked in a similar industry or business before? If yes, please explain.
(Including length, position, and industry.) _____ Yes _____ No

Have you ever been CONVICTED, plead GUILTY, or NO CONTEST, or FORFEITED BOND OR BAIL for any crime other than traffic violations? (NOTE: Applicants for positions in Washington State should NOT list any conviction for which the date of conviction or prison release, whichever is more recent, is more than seven years old.) _____ Yes _____ No

If yes, please explain: _____
(Conviction of a crime is not an automatic bar to employment. Factors, like nature and gravity of the crime, the length of time since conviction, completion of any sentence plus the type of the position applied for, will be considered.)

EMPLOYMENT RECORD

(Use a separate piece of paper to account for any periods of unemployment of one month or more.)

Date: Month & Year	Name & Address of Employer	Phone Number	Job Title	Supervisor's Name	Salary
FROM:					
TO:					

Reason for leaving:

Date: Month & Year	Name & Address of Employer	Phone Number	Job Title	Supervisor's Name	Salary
FROM:					
TO:					

Reason for leaving:

Date: Month & Year	Name & Address of Employer	Phone Number	Job Title	Supervisor's Name	Salary
FROM:					
TO:					

Reason for leaving:

PLEASE READ CAREFULLY BEFORE SIGNING.

I understand and acknowledge that I may be required to submit to a physical examination, including a drug test. Additionally, I hereby authorize the release of the results of such an examination to Hardwood Industries for their use in evaluating my suitability for employment. Further, I release the examining facility and Hardwood Industries from any and all liability, and from any damage that may result from the release of such information.

I certify that I have answered the above questions truthfully and have not withheld any information relative to my application. I understand that any falsification, misrepresentation, or omission, as well as any misleading statements or omissions of the application information, attachments, and supporting documents generally will result in denial of employment or immediate termination, if discovered after hire.

I authorize Hardwood Industries to investigate whether I have a criminal record of convictions, and, if so, the nature of such convictions and all surrounding circumstances of the conviction. Hardwood Industries has advised me that any criminal background check will focus on convictions, and that a criminal record will not necessarily disqualify me from employment.

I further authorize Hardwood Industries to contact my present and previous employers listed in this application.

I understand that any potential employment with Hardwood Industries would be "at-will" and compensation could be terminated at any time, with or without reason, and with or without notice, at the option of Hardwood Industries or myself. I understand that the President of Hardwood Industries is the only person who will ever have the authority to create any other terms of employment and/or to enter into any employment contract and that all such contracts must be in writing and signed by both parties. However, I also understand that unless otherwise stated in an employment contract, the Company may change, withdraw and interpret other policies (including wages, hours and working conditions), as it deems appropriate.

I acknowledge reading and understanding the foregoing statements

Signature

Date