

## EMPLOYMENT APPLICATION

**The Trinity Company** is an equal opportunity employer and will consider all applicants for all positions equally without regard to their race, sex, age, color, religion, national origin, veteran status or any disability which is not job related.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed. Each question should be answered in a complete and accurate manner as no action can be taken on this application until all questions have been answered.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### PERSONAL:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Are you over 18? Yes \_\_\_\_ No \_\_\_\_

Are you a citizen of the U.S., or do you have the legal right to be employed in the U.S.?

Yes \_\_\_\_ No \_\_\_\_

Have you ever been convicted of a crime (excluding minor traffic violations), including DWI? Yes \_\_\_\_ No \_\_\_\_

If yes, state the offense, location, date and disposition \_\_\_\_\_

NOTE: A conviction will not necessarily disqualify you from employment.

Are you on Parole? \_\_\_\_ If yes, when do you report to your Parole Officer? \_\_\_\_\_

Would you be willing to relocate? \_\_\_\_\_

Valid Drivers License: State \_\_\_\_\_ Type: \_\_\_\_\_ Currently Valid? \_\_\_\_\_

### REFERENCES

Give two references, not relatives or former employers.

Name	Address	Phone	Occupation

**EMPLOYMENT DESIRES:**

Are you seeking    ☐ Full-time    ☐ Part-time    ☐ Temporary or Summer employment

Position applied for \_\_\_\_\_ Wage/Salary expected \_\_\_\_\_

Date available to start \_\_\_\_\_

Have you ever applied to, or worked for our Company before? ☐

If your answer was Yes, state when and where you applied and/or worked.

\_\_\_\_\_

Are there any days or hours you would be unable or unwilling to work? \_\_\_\_\_

If yes, please specify. \_\_\_\_\_

**EDUCATION:**

Name and Location

Dates

Graduate?

Courses Studies

High School			
College			
Trade School Or Training			

**MILITARY:**

Have you ever served in the military? \_\_\_\_\_

Service Branch \_\_\_\_\_ Date Entered \_\_\_\_\_

Date Separated \_\_\_\_\_ Final Rank \_\_\_\_\_

Are you a member of a reserve organization? \_\_\_\_\_

**CAPABILITY / RELIABILITY:**

Is there any reason you would be unable or unwilling to perform any of the tasks required by the job you are applying for? \_\_\_\_\_

If Yes, explain \_\_\_\_\_

Will you abide by the safety rules of this company? \_\_\_\_\_

Have you ever been disciplined for violating company safety rules or regulations? \_\_\_\_\_

If Yes, explain \_\_\_\_\_

**WORK HISTORY**

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time, including military service and any periods of unemployment. If self-employed, give firm name and supply business references.

Dates Employed				Pay
Name of Employer Full address	Name/Title of Last Supervisor	From: Mo. _____ Yr. _____	To: Mo. _____ Yr. _____	Starting: \$ _____  Ending: \$ _____
TELEPHONE NUMBER				
NATURE OF BUSINESS				
YOUR TITLE				
DUTIES				
REASON FOR LEAVING				



Dates Employed				Pay
Name of Employer Full address	Name/Title of Last Supervisor	From: Mo. _____ Yr. _____	To: Mo. _____ Yr. _____	Starting: \$ _____  Ending: \$ _____
TELEPHONE NUMBER				
NATURE OF BUSINESS				
YOUR TITLE				
DUTIES				
REASON FOR LEAVING				

Dates Employed				Pay
Name of Employer Full address	Name/Title of Last Supervisor	From: Mo. _____ Yr. _____	To: Mo. _____ Yr. _____	Starting: \$ _____  Ending: \$ _____
TELEPHONE NUMBER				
NATURE OF BUSINESS				
YOUR TITLE				
DUTIES				
REASON FOR LEAVING				

Are you presently employed? \_\_\_\_\_

If yes, may we contact your present employer? \_\_\_\_\_

## AFFIDAVIT

I understand that this application will not be considered after thirty (30) days from today and that I will need to re-apply in the event I still desire employment after that date.

I certify that my answers to the application questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application form during any interviews may be grounds for my immediate discharge.

I hereby authorize The Trinity Company to contact any company or individual it deems appropriate to investigate my employment history, character and qualifications and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation. In addition, I hereby waive my right to bring any cause of action against these individuals for defamation, invasion of privacy or any other reason because of their statements.

I agree that if I am employed, I will abide by all the rules and regulations of The Trinity Company. I understand that the taking of drug and alcohol tests when given pursuant to company policy, are a condition of continued employment and refusal to take such tests when asked will be grounds for my immediate termination. I further understand that nobody in the company is authorized to enter into any written or verbal employment agreements with me for any definite period of time without the express written consent of the President of the Company. I also understand that my employment is "at-will" and may be terminated by myself or The Trinity Company at any time for any reason or no reason at all, with or without prior notice.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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### COMPANY USE ONLY

Interviewed by: \_\_\_\_\_

Interviewers Remarks: \_\_\_\_\_

Is the operation of a company vehicle a job requirement? \_\_\_\_\_

If yes to the above, has a request for a driver's record been made? \_\_\_\_\_