

BROOKOVER COMPANIES
Application For Employment

(PRE EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

PERSONAL INFORMATION

DATE

NAME

LAST

FIRST

MIDDLE

PRESENT ADDRESS

STREET

CITY

STATE

ZIP

PERMANENT ADDRESS

STREET

CITY

STATE

ZIP

PHONE NUMBER

ARE YOU 18 YEARS OR OLDER? YES NO

EMPLOYMENT DESIRED

DATE YOU

SALARY

POSITION

CAN START

DESIRED

IF SO MAY WE INQUIRE

ARE YOU EMPLOYED NOW?

OF YOUR PRESENT EMPLOYER?

EVER APPLIED TO THIS COMPANY BEFORE?

WHERE?

WHEN?

RELATIVES EMPLOYED HERE

HAVE YOU EVER WORKED FOR A

BROOKOVER COMPANY BEFORE?

IF SO, HOW LONG AGO?

EDUCATION	NAME AND LOCATION OF SCHOOL	NO. OF YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST).

DATE MONTH AND YEAR FROM TO	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM TO				
FROM TO				
FROM TO				
FROM TO				

WHICH OF THESE JOBS DID YOU LIKE BEST?

WHAT DID YOU LIKE MOST ABOUT THIS JOB?

HAVE YOU EVER BEEN CONVICTED OF A CRIME? (besides a traffic violation)

IF YES, PLEASE EXPLAIN:

ARE YOU A VETERAN?

REFERENCES: GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS AND TELEPHONE NUMBER	BUSINESS	YEARS ACQUAINTED

IN CASE OF EMERGENCY NOTIFY

NAME ADDRESS PHONE NO.

I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE AND UNDERSTAND THAT FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY AND ANY DAMAGE THAT MAY RESULT FROM FURNISHING INFORMATION TO YOU.

I UNDERSTAND THAT AS A CONDITION OF MY EMPLOYMENT, I WILL BE ASKED TO SUBMIT TO DRUG SCREENING. A POSITIVE DRUG SCREEN FOR ILLEGAL DRUG USE WILL RESULT IN DENIAL OF EMPLOYMENT AT THIS TIME.

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE.

DATE SIGNATURE

*****DO NOT WRITE BELOW THIS LINE*****

INTERVIEWED BY DATE

REMARKS

APPLICANT HAS READ AT-WILL STATEMENT? YES NO

HIRED YES NO POSITION DEPT

SALARY/WAGE DATE REPORTING TO WORK

APPROVED 1. DEPARTMENT MANAGER 2. DEPT. HEAD 3. GENERAL MANAGER