

Application for Employment

To avoid any delay in consideration of your qualifications, this record must be filled out completely. In case of employment, any false statement will be considered cause for dismissal. All new employees are hired on a trial basis.

I hereby authorize SRC or its designated representative to contact my former employer, school, university, college, or any other information source available to them to gather data on me and my business and educational life deemed necessary to act on my application for, or continuation of, employment. SRC or any duly authorized investigative reporting or similar type agency may gather this information. The information may include, but is not limited to, military records, employment records, school transcripts, and felony conviction records.

I willingly and freely release and hold absolutely harmless and deny any recourse on my behalf to any person, company, military agency, school, university, college, or any other individual, agency, or institution who releases or provides information to SRC or its duly authorized representatives.

I further willingly agree without recourse against SRC, or any of its authorized representatives, to submit to any test not discriminatory and not illegal to further establish my background for personnel records.

I understand that nothing contained in this Application for Employment or in the granting of an interview is intended to create a contract between me and SRC at any time.

If required by job classification and assignment, or in the event I use a personal vehicle during the course of business, I agree to furnish SRC with certification of automobile insurance, in accordance with existing requirements, within thirty (30) days of employment.

I certify that the information contained in this Application for Employment is correct to the best of my knowledge and understand that misrepresentation of the facts given in this application may be grounds for refusal to hire or grounds for termination of employment.

OUR POLICY, OUR INTENT...

It is the policy and practice of SRC to recruit, hire, train, and promote qualified applicants without regard to race, color, religion, sex, age, national origin, disability, handicap, veteran status, or other areas covered by federal, state, or local fair employment laws and regulations.

It is the intent of SRC to provide a work place, which is free of alcohol and illegal drugs, and to take reasonable measures necessary to ensure that use of illegal drugs or abuse of alcohol by employees does not risk the success of SRC or its operations and will not otherwise affect its employees or its customers.

SRC recognizes that a successful approach to the problems attendant to illegal drug use or abuse of alcohol require an interaction of education, assistance, deterrent, and discipline. A consistent approach is the central component to the SRC Controlled Substance and Illegal Drug Abuse Policy. Confidentiality and consistency with legal, safety, and security considerations also are fundamental elements of this program.

This application becomes void after 60 days unless renewed.
Date
Signature of Applicant

PERSONAL DATA

Name:	First		Middle	-	Last		Soc. Sec. No.					
Home Telephone	Number:	()		Anv	other nan	ne. such as a nick	name or assumed	l name.	needed to		
Work Telephone Number:		()			Any other name, such as a nickname or assumed name, needed to verify the contents of this application:						
Mobile Number: (()			,						
Present Address:		-										
	No.		Street		City		State	ZIP	ZIP How long			
Previous Address:	No.		Street	City			State	ZIP		How long?		
OCCUPATIONAL OBJECTIVES												
Specific Job Apply	ing For:											
Preferred Hours:	☐ Full Time		☐ Part Time ☐ Eveni		ening	Speci Hours	ify Days and s if Part Time:					
Willing to Work Overtime?	☐ Yes		□No	Dates No Availabl				Minimum Acceptable Salary:	\$			
Are you able to perform the essential functions of the job for which you are applying, with or without accommodations? Yes No												
EDUCATION												
Name of Scho	ol Sta	to	Check Last Ye Completed	ar	Grad Yes	uate No		tudied and Degr Received	ee	Credit Hours Completed		
High School	OI OIG		Completed		100	140		COONTO		Completed		
0.11			1 🗌 2 🔲 3 🔲	4 🗌								
College or University	,		4 🗆 0 🗆 0	4 🖂								
Business/Trade Scho	ool		1 🗌 2 🔲 3 🔲	4 📙								
			1 🗌 2 🔲 3 🔲	4 🔲								
Other (Specify)			1	4 🗌								
List skills relevant to this position:												
Do you type?		'es	☐ No WF	PM: _			-					
Computer skills/program proficiency?												
What machines can you operate?												
To what civic or other professional organizations do you belong? (Do not include military, racial, religious, ethnic, or labor organizations)												

GENERAL INFORMATION

Have you ever been refused bond?										
Have you ever been convicted of a felony? Yes No If yes, explain:										
Has your driver's license ever been suspended or revoked? Yes No Reason for suspension:										
Have you received any traffic citations within						☐ Yes	□ No			
Are you bound by or have you signed a non-compete employment agreement?										
Have you previously applied for employmen			J			☐ Yes	_	Wher	า?	
Have you ever worked for SRC before?										
Which SRC location?		า?			Lena	th?				
Who was your supervisor?					3					
Who was your supervisor? Why did you leave? Who referred you to SRC? Ad DEmployee Relative Walk-in School Government Employment A									nment Employment Agency	
☐ Private Employment Agency						Name of source/individual:				
Relatives employed by any location of										
Name		Occi	upation	& Loca	ation	<u> </u>		R	elationship	
Hamo			apation	<u>u 2000</u>	400	71 100			olationomp	
WORK HISTORY (Beginning with the most recent, list all past employers. Attach additional sheets if necessary)										
Name of Company	Fro	m		То		Type of Bus	siness			
	Month	Year	Month	Year						
Job Title	Title Telephone Number Immediate Supervisor Can we contact? ☐ Ye							n we contact? Yes No		
Business Address (Street, City & State)						Earnings at Hire Earnings at Separation				
Reason for Separation										
Description of Duties						What did you like most? What did you dislike?				
Name of Company	Fro	ım		То	1	Type of Rus	einace	'		
Name of Company	Month	Year	Month	Year		Type of Business				
Job Title		Immediate Supervisor Can we contact? ☐ Yes ☐ No								
Business Address (Street, City & State)		Earnings at Hire Earnings at Separation			Earnings at Separation					
Reason for Separation										
Description of Duties							What did you like most? What did you dislike?			
Name of Company	Fro	m		То		Type of Bus	siness			
	Month	Year	Month	Year		.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
ob Title Telephone Number						Immediate Supervisor Can we contact? ☐ Yes ☐ No				
Business Address (Street, City & State)						Earnings at	Hire		Earnings at Separation	
Reason for Separation										
Description of Duties						What did yo	ou like most?		What did you dislike?	

WORK HISTORY, CONTINUED

Name of Company	From		То		Type of Business				
	Month Year		Month Year						
Job Title	Telepho	Immediate Supervisor Can we contact? ☐ Yes ☐ No							
Business Address (Street, City & State)		Earnings at	Hire Earnings at Separation						
Reason for Separation									
Description of Duties		What did yo	ou like most?	What did you dislike?					
Name of Company	lame of Company From			O	Type of Business				
, ,	Month	Year	Month	Year	,,				
Job Title	Telepho	Immediate Supervisor Can we contact? ☐ Yes ☐ No							
Business Address (Street, City & State)		Earnings at	ings at Hire Earnings at Separati						
Reason for Separation									
Description of Duties						What did you like most? What did you dislike?			
Name of Company	Fro	om	Т	o .	Type of Business				
, . ,	Month	Year	Month	Year					
Job Title	Telepho	Immediate Supervisor Can we contact? ☐ Yes ☐ No							
Business Address (Street, City & State)		Earnings at Hire		Earnings at Separation					
Reason for Separation									
Description of Duties		What did you like most?		What did you dislike?					
EMERGENCY CONTACT INFO	RMATI	ON							
Name	Relat	ionship			Telephone Number(s)				

STATEMENT OF RECRUITING, EMPLOYMENT, AND PROMOTION POLICIES

It is our policy and practice to recruit, employ, and promote qualified applicants without regard to their race, color, religion, sex, age, national origin, handicap, disability, or veterans' status, or any other protected category, and without regard to any other characteristic which are not related to work performance or which may not lawfully be taken into account under federal, state, or local fair employment laws and regulations.

WORKING ENVIRONMENT PRINCIPLES

Our working environment is shaped by certain principles. Employees who understand these principles are likely to find their employment a satisfying experience. Among other things, we intend to:

- Conduct our business guided by our Four Objectives and Vision Statement.
- □ Recognize the dignity and worth of every individual regardless of rank, title, or assignment.
- Encourage temperance and civility in the use of language
- Require respect for people and property.
- □ Expect employees to conduct themselves in the best interest of our customers and fellow employees and consistent with all applicable laws.