



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

GENERAL INFORMATION

Have you ever been refused bond? Yes No If yes, explain: _____

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 the last 3 years? Yes No

Are you bound by or have you signed a non-compete employment agreement? Yes No

Have you previously applied for employment with SRC? Yes No When? _____

Have you ever worked for SRC before? Yes No

Which SRC location? _____ When? _____ Length? _____

Who was your supervisor? _____ Why did you leave? _____

Who referred you to SRC? Ad Employee Relative Walk-in School Government Employment Agency
 Private Employment Agency Other _____ Name of source/individual: _____

Relatives employed by any location of SRC:

Name	Occupation & Location	Relationship

WORK HISTORY *(Beginning with the most recent, list all past employers. Attach additional sheets if necessary)*

Name of Company	From		To		Type of Business
	Month	Year	Month	Year	
Job Title	Telephone Number			Immediate Supervisor	Can we contact? <input type="checkbox"/> Yes <input type="checkbox"/> 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	From		To		Type of Business
	Month	Year	Month	Year	
Job Title	Telephone Number			Immediate Supervisor	Can we contact? <input type="checkbox"/> Yes <input type="checkbox"/> 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	From		To		Type of Business
	Month	Year	Month	Year	
Job Title	Telephone Number			Immediate Supervisor	Can we contact? <input type="checkbox"/> Yes <input type="checkbox"/> 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?

WORK HISTORY, CONTINUED

Name of Company	From		To		Type of Business
	Month	Year	Month	Year	
Job Title	Telephone Number		Immediate Supervisor Can we contact? <input type="checkbox"/> Yes <input type="checkbox"/> 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	From		To		Type of Business
	Month	Year	Month	Year	
Job Title	Telephone Number		Immediate Supervisor Can we contact? <input type="checkbox"/> Yes <input type="checkbox"/> 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	From		To		Type of Business
	Month	Year	Month	Year	
Job Title	Telephone Number		Immediate Supervisor Can we contact? <input type="checkbox"/> Yes <input type="checkbox"/> 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 INFORMATION

Name	Relationship	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.
-