

Ace Home & Hardware

Application for Employment

Equal Employment Opportunity

Ace Home & Hardware will comply with all applicable laws governing equal opportunity. This policy extends to all applicants and employees and to all aspects of the employment relationship including, but not limited to: recruiting hiring, promotions and compensation.

Specifically, Ace Home & Hardware will provide equal employment and advancement opportunity on the basis of merit within the context of its unique business environment and without regard to: race, creed, color, religion, age, sex, marital status, national origin, sexual preference, disability, status in regard to public assistance or veteran status.

Personal Information

Date: _____

Name: _____
Last *First* *Middle Intl*

Address: _____

Telephone: _____ Email: _____

Are you 18 years or older? Yes No

Are you currently employed? Yes No May we contact your present employer? Yes No

Employment

Position Title _____ Salary Desired _____

Date you are available for work? _____

Are you available for: Full-time Part-time Seasonal

Available to work: Days Evenings Weekends

Are you laid off or on recall? Yes No

How did you hear about us? Radio In-Deed Walk-in

Social Media Other _____

Special Skills: _____

Special Training: _____

Work History

Name of current employer

Address

Job title

Duties

Start date

End date

Supervisor name

Supervisor ph #

Reason for leaving:

Name of previous employer

Address

Job title

Duties

Start date

End date

Supervisor name

Supervisor ph #

Reason for leaving:

Name of previous employer

Address

Job title

Duties

Start date

End date

Supervisor name

Supervisor ph #

Reason for leaving:

References (not related to you)

Name	Address	Business	Phone

Education

Name & Location	# years attended	Subjects Studied
High School		
College		
Other Trade		

Authorization

"I certify that the facts contained in this application are true and complete to the best of my knowledge."

"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 for any damage that may result from furnishing same to you."

"I understand that my employment may be terminated at any time without notice, for any reason. Except for reasons in violation of equal opportunity employment opportunity laws."

Signature _____ Date: _____

Interview

Interviewed by: _____ Date: _____

Valid MN driver's license Yes No

Available work hours: _____

Notes: _____

