



901 Ness Corner Road  
 Port Hadlock, WA 98339  
 360-385-1771 - 800-750-1771

## APPLICATION FOR EMPLOYMENT

**EQUAL EMPLOYMENT OPPORTUNITY:** It is the policy of employer to prohibit unlawful discrimination on the basis of any characteristic protected by applicable local, state, or federal law. If you believe your equal employment rights have been violated, you may contact the appropriate state or federal EEO agency.

**PLEASE PRINT**

Full Name		Driver's License	Date
Current Address	City	State	Zip Code
Work Restrictions		Telephone (Home) (Cell)	
Previous Address	City	State	Zip Code
How long (MO/YR to MO/YR) From _____/_____			
What position or type of work are you seeking?	How did you learn of the position that you are seeking?		Are you over 18 years of age? <input type="checkbox"/> No <input type="checkbox"/> Yes
Are you interested in: <input type="checkbox"/> Full time <input type="checkbox"/> Part time	What days and hours are you willing to work? Store open 7 days @ week		Willing to work overtime? <input type="checkbox"/> No <input type="checkbox"/> Yes
What pay do you expect?	Date available to work:	Are you presently on layoff from another job and subject to recall?	
Have you applied here before? <input type="checkbox"/> No <input type="checkbox"/> Yes - When _____		Have you previously been employed here? <input type="checkbox"/> No <input type="checkbox"/> Yes - When _____ Under what name _____	
Are you presently employed? <input type="checkbox"/> No <input type="checkbox"/> Yes	May we inquire of your employer? <input type="checkbox"/> No <input type="checkbox"/> Yes	Do you have any relatives working here (will not necessarily disqualify employment)? <input type="checkbox"/> No <input type="checkbox"/> Yes - Name _____ Relationship _____	

### EDUCATION AND SKILLS

Check the boxes that indicate all levels of completed education:

<input type="checkbox"/> High School Graduate or GED	<input type="checkbox"/> Some School: _____ College Degree _____ <input type="checkbox"/> College Major _____ Graduate	<input type="checkbox"/> Trade or Business School School _____ Field of Study _____
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List certificates or licenses you hold, or specialized training you have completed that may help you qualify for employment:

\_\_\_\_\_

\_\_\_\_\_

List equipment you operate that may help qualify you for employment::

\_\_\_\_\_

\_\_\_\_\_

List job-related professional or technical organizations to which you belong:

\_\_\_\_\_

\_\_\_\_\_

### GENERAL INFORMATION

What do expect to be doing in five years?	Based on today's prices and wages, what monthly income do you expect to be earning in five years?
What has been your most interesting work?	What made it interesting?
What work experience do you dislike most?	Why did you dislike it?
Have you been convicted of a felony (excluding any record or conviction that has been judicially sealed, expunged, eradicated, or dismissed)? <input type="checkbox"/> No <input type="checkbox"/> Yes - Explain (conviction will not necessarily disqualify): _____	
Can you, if employed, submit verification of your right to work in the United States? <input type="checkbox"/> No <input type="checkbox"/> Yes	

**COMPLETE REVERSE SIDE OF THIS FORM**

*Hadlock Building Supply is a Drug Free Workplace*

# Random Testing required

Rev. 10/23/07

## EMPLOYMENT HISTORY

List ALL periods of employment, self-employment, U.S. military service, and/or non-employment starting with the **MOST RECENT FIRST**.

From	Employer	Position/Duties	
To	Address and Telephone Number _____ _____	Starting Pay	Supervisor's Name
		Last Pay	Reason for Leaving
From	Employer	Position/Duties	
To	Address and Telephone Number _____ _____	Starting Pay	Supervisor's Name
		Last Pay	Reason for Leaving
From	Employer	Position/Duties	
To	Address and Telephone Number _____ _____	Starting Pay	Supervisor's Name
		Last Pay	Reason for Leaving
From	Employer	Position/Duties	
To	Address and Telephone Number _____ _____	Starting Pay	Supervisor's Name
		Last Pay	Reason for Leaving

## PERSONAL REFERENCES

Please list volunteer work, personal references, and/or academic references. Please do not list relatives.

From / To	Volunteer   Personal   Academic   Other (circle one)	Position/ Duties (Describe relationship if personal reference)
From / To	Volunteer   Personal   Academic   Other (circle one)	Position/ Duties (Describe relationship if personal reference)
From / To	Volunteer   Personal   Academic   Other (circle one)	Position/ Duties (Describe relationship if personal reference)

## CERTIFICATION AND ACKNOWLEDGEMENT

I certify that all information submitted in this application form, or in any resume, interview, or other information, is true and complete and that I have not knowingly withheld, nor will I withhold, any information that would affect my application for employment. I understand that employer is under no obligation to consider or reconsider this application at any time, and that acceptance of my application does not constitute an offer of employment. I also understand and agree that:

1. Inquires may be made with my previous employers or others who may have knowledge of me, or with consumer credit, investigative, or other private or governmental agencies. I authorize any such person or agency to give you any and all liability, claims, or damages that may directly or indirectly result from furnishing same. Upon my reasonable and timely request, a description of the general scope and nature of any such inquiry will be provided to me.
2. Prior to my beginning work or during my employment, employer reserves the right to require any lawful form of medical, drug, alcohol, psychological, character, honesty, integrity, aptitude, skill, or other test or examination. This includes a pre-employment drug test and random drug testing at any time during employment.

**If employed, I understand and agree that my employment is "at-will" and may be terminated with or without cause or notice at my option or at the option of the employer.**

Signature	Date
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