



## APPLICATION FOR EMPLOYMENT

We appreciate your interest in Curtis Lumber Co. and we are sincerely interested in your background qualifications. Please answer all questions as thoroughly as possible so we may review this information in consideration of employment with our organization. We are an Equal Opportunity Employer and will recruit, hire, promote and train in all jobs without regard to race, color, religion, sex, national origin, age, disability, genetic information, predisposition or carrier status, veteran status, military status, citizenship, sexual orientation, domestic violence victim status or any other status protected by applicable law.

### Personal Information

Name \_\_\_\_\_ Are you 18 Years or older? Yes \_\_\_\_\_ No \_\_\_\_\_  
First Middle Last

Address \_\_\_\_\_  
Number & Street City State Zip Code

Home Phone Number \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

Are you legally allowed to work in the U.S.? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of or pled guilty to a felony, misdemeanor, violation, or other crime (other than a minor traffic violation)?  
 Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide details including, but not limited to the date of and circumstances surrounding the conviction:

Are there any arrests or criminal accusations pending against you? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, provide details \_\_\_\_\_

(Neither an arrest nor a conviction is an automatic bar from employment.  
 Each case is considered and evaluated on its individual merits in relation to the duties and responsibilities of the position.)

### Employment Interest

Position Desired \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_

Date you are available to start \_\_\_\_\_ Hourly/Salary Desired \_\_\_\_\_

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

Have you ever been employed by this company? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, When? \_\_\_\_\_ What Capacity? \_\_\_\_\_

What, besides pay, is important to you in a position? \_\_\_\_\_

How did you hear about us? Curtis Website \_\_\_ Employment Website \_\_\_ Facebook \_\_\_ Referral \_\_\_ Newspaper \_\_\_ Walk-in \_\_\_ Radio \_\_\_ Other \_\_\_\_\_

### Education/Training

Check the highest grade completed:	High School 9 10 11 12	College 1 2 3 4	Grad. School 1 2 3 4
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Name of school last attended: \_\_\_\_\_

License, vocational or trade training: \_\_\_\_\_

Detailed special skills, experience and/or training that will enhance your ability to perform the position in which you applied:

\_\_\_\_\_

## Employment History

Include a minimum of seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. Attach a separate sheet if necessary.

Employer Name & Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Job Title: \_\_\_\_\_

Supervisor's Name & Phone Number: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Explain any break in employment between the position below:

Employer Name & Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Job Title: \_\_\_\_\_

Supervisor's Name & Phone Number: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Explain any break in employment between the position below and the position above:

Employer Name & Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Job Title: \_\_\_\_\_

Supervisor's Name & Phone Number: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Explain any break in employment between the position below and the position above:

Employer Name & Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Job Title: \_\_\_\_\_

Supervisor's Name & Phone Number: \_\_\_\_\_

Job Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

My signature certifies that all information provided in and incorporated by reference into this application and all other information I provide during the hiring process is true, accurate and complete and authorizes Curtis Lumber to investigate such. I understand that misrepresentation of information or omission is grounds for removal from employment consideration or employment termination, regardless of the timing or circumstances of discovery. I understand that any offer of employment is conditioned upon receipt of satisfactory references and a satisfactory background check.

I understand that neither this application, any statements made by any employer representatives, nor any offer of employment constitutes an employment contract. I understand and agree that, if hired, my employment is at will and for no definite period and may be terminated by either party at any time without any prior notice, with or without cause. I also understand that no employer representative has the authority to enter into an employment contract, guarantee employment for a specified period, or modify any of the foregoing, other than in a written document signed by a representative of the Human Resource Department.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_