|  |
| --- |
| Personal Information |
| Full Name: |       |       |       | Date: |       |
|  Last | First | M.I. |
| Address: |       |       |
|  Street Address | Apartment/Unit # |
|  |       |       |       |
|  | City | State | ZIP Code |
| Phone: | (       )       | E-mail Address: |       |
| Date Available: |       | Social Security No.: |       | Desired Salary: | $       |
| Position Applied for: |       |
| Are you over the age of 18? | YES[ ]  | NO[ ]  | Do you have a valid driver’s license? | YES[ ]  | NO[ ]  |
| During the past (3) years, have you been convicted of, or have you pled guilty or no contest to, any of the following charges: a felony of any kind, driving while intoxicated, driving under the influence of a prohibited, controlled, intoxicating, or illegal substance, etc. If yes, explain below. | YES[ ]  | NO[ ]  |
|       |
| Are you authorized to work in the U.S.? | YES[ ]  | NO[ ]  | Are you able to work with our required schedule? | YES[ ]  | NO[ ]  |
| What languages do you read, speak or write fluently? |       |
| Are you available to work overtime on occasion? Can you travel? | YES[ ]  | NO[ ]  | Are you able to perform the specific duties of this position? | YES[ ]  | NO[ ]  |
| Are you able to lift items weighing up to 50 pounds unassisted? | YES[ ]  | NO[ ]  | Are you able to perform the essential functions of this job with or without reasonable accommodations? | YES[ ]  | NO[ ]  |
| You'll be required to travel or work overtime on short notice. Is this a problem for you? | YES[ ]  | NO[ ]  |
| Are you a member of a professional or trade group that is relevant to our industry? |       |
| Have you ever worked for this company? | YES[ ]  | NO[ ]  | If so, when? |       |
| Have you ever been convicted of a felony, fraud, theft, etc.? | YES[ ]  | NO[ ]  | If yes, explain: |       |
|       |
|  |
| Education |
| **High School:** |       | Address: |       |
| From: |       | To: |       | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |       |
| **College:** |       | Address: |       |
| From: |       | To: |       | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |       |
| **Other:** |       | Address: |       |
| From: |       | To: |       | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |       |
|  |
| References |
| **Please list three professional references.** |
| **Full Name:** |       | Relationship: |       |
| Company: |       | Phone: | (     )       |
| Address: |       |
| **Full Name:** |       | Relationship: |       |
| Company: |       | Phone: | (     )       |
| Address: |       |
| **Full Name:** |       | Relationship: |       |
| Company: |       | Phone: | *(     )* |
| Address: |       |
|  |
| Previous Employment |
| **Company:** |       | Phone: | (     )       |
| Address: |       | Supervisor: |       |
| Job Title: |       | Starting Salary: | $       | Ending Salary: | $       |
| Responsibilities: |       |
| From: |       | To: |       | Reason for Leaving: |       |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |
| **Company:** |       | Phone: | (     )       |
| Address: |       | Supervisor: |       |
| Job Title: |       | Starting Salary: | $       | Ending Salary: | $       |
| Responsibilities: |       |
| From: |       | To: |       | Reason for Leaving: |       |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |
| **Company:** |       | Phone: | (     )       |
| Address: |       | Supervisor: |       |
| Job Title: |       | Starting Salary: | $       | Ending Salary: | $       |
| Responsibilities: |       |
| From: |       | To: |       | Reason for Leaving: |       |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |
|  |
| Military Service |
| Tell me how your experience in the military can benefit the company. |       |
|       |
| Do you have any upcoming events that would require extensive time away from work? If yes, explain? | YES[ ]  | NO[ ]  |
|       |
|  |
| Disclaimer and Signature |
|  |
| **I certify that my answers are true and complete to the best of my knowledge.**If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I further understand that in connection with my potential employment with Y.P.S.G. a **Comprehensive Background check,** and **Drug screening** will be conducted and the results of these screenings could lead to a withdraw of any offer made by Y.P.S.G., Inc. for employment. The comprehensive background check may consist of prior employment verification, professional reference checks, education confirmation, driving record, criminal, and credit histories and such other information that may be deemed necessary or required.By submitting this application I certify that I understand that employment with Y.P.S.G., Inc. requires extensive travel. |
| Signature: |  | Date: |       |