

JOB APPLICATION

A&R Auto Repair is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, they should contact a company representative.

Please fill out all sections below:

Applicant Information:

Applicant Name: _____

Date of Birth: _____

Address: _____

City, State, & Zip code: _____

Telephone: _____

Email address: _____

Employment Position: *Position(s) Applying for:*

What days are you available to work? _____

On what day can you start working if you are hired? _____

Salary Desired? _____

Personal Information:

Are you 18 years of age or older? _____

Are you a U.S. citizen or approved to work in the United States? _____

What documentation can you provide as proof of citizenship or legal status? _____

Will you consent to a mandatory controlled substance test ? _____

Do you have any conditions that would require job accommodation? _____

If yes, please describe accommodation required below.

Have you ever been convicted of a criminal offense (felony or misdemeanor)? _____

If yes, please state the nature of the crime(s), when and where convicted and disposition of case:

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

Job Skills/Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying for:

Education and Training

High School

<u>Name</u>	<u>Location</u>	<u>Year Graduated</u>	<u>Degree Earned</u>

College/University

<u>Name</u>	<u>Location</u>	<u>Year Graduated</u>	<u>Degree Earned</u>

Vocational School/ Specialized Training

<u>Name</u>	<u>Location</u>	<u>Year Graduated</u>	<u>Degree Earned</u>

Previous Employment

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Address: _____

Telephone #: _____

Dates Employed: _____

Reason For Leaving: _____

References:

Reference	<u>Contact Information</u>

At Will Employment

The Relationship between you and A&R Auto Repair is referred to as “employment at will”. This means that your employment can be terminated at any time for any reason, with or without notice, by you or the company. No representative of A&R Auto Repair has authority to enter into any agreement contrary to the foregoing “employment at will” relationship. You understand that your employment is “at will,” and that you acknowledge that no oral or written statements or representation regarding your employment can alter your at will employment status, except for a written statement signed by you and either our Executive Vice President/ Chief Operations Officer or the Company’s President.

Applicant Signature: _____

Date: _____