

APPLICANT INFORMATION

NAME: _____

DATE: _____

Are you authorized to work in the U.S. on an unrestricted basis? Yes No

Are you 18 or older? Yes No

PRIMARY ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME PHONE: _____ CELL PHONE: _____

EMAIL: _____ DATE YOU CAN START: _____

POSITION APPLYING FOR: _____ FULL TIME PART TIME

LICENCES: Due to the nature of our business, as a condition of employment R.H. Willson requires employees to have a valid driver's license and acceptable driving record.

If hired, will you be able to provide a copy of your valid driver's license? YES NO
In the past two years has your license been suspended or revoked? YES NO

OPTIONAL: Do you currently hold any additional licenses or certifications that may benefit the position?

(i.e. Forklift, Hoisting, CDL)

EMPLOYMENT HISTORY

Begin with most recent employer

Company Name: _____ Dates From _____ to _____
Address: _____ City: _____ State: _____ ZIP: _____
Business Phone Number: _____ Supervisors Name: _____
May we contact this employer? YES NO Reason for Leaving: _____

Company Name: _____ Dates From _____ to _____
Address: _____ City: _____ State: _____ ZIP: _____
Business Phone Number: _____ Supervisors Name: _____
May we contact this employer? YES NO Reason for Leaving: _____

Company Name: _____ Dates From _____ to _____
Address: _____ City: _____ State: _____ ZIP: _____
Business Phone Number: _____ Supervisors Name: _____
May we contact this employer? YES NO Reason for Leaving: _____

REFERENCES

Please list two people (not related to you) that we may contact as references.

NAME	PHONE#	CONNECTION TO APPLICANT
(i.e. supervisor, co-worker, landlord, friend, neighbor)		
1. _____		
2. _____		

EXPERIENCE & EDUCATION

In this section you may voluntarily provide information relative to the job which you are applying.
For example: job titles and duties performed, extracurricular activities, volunteer work, schooling and/or personal interests:

Education: High School Graduate/GED: YES NO

College/Technical School Courses/Degrees: _____

INFORMATION RELEASE

I authorize R.H. Willson, Inc. to verify my previous employment, education, certifications, licenses & personal references (*unless otherwise stated*); this includes any other information concerning knowledge, skills, and abilities necessary in relation to the position.

The information contained on this application is true and accurate to the best of my knowledge.

Signature of Applicant

Date

R.H. WILLSON PRE-EMPLOYMENT REQUIREMENTS

PRE-EMPLOYMENT MANDADORY DRUG SCREENING

If an offer of employment is made, R.H. Willson will arrange for you to submit to a pre-employment drug screening hair analysis. You will be instructed as to where and when the screening will take place. Cost of the drug screening is paid by R.H. Willson. You are expected to voluntarily submit within the allotted time frame and pass according to the R.H. Willson standards. Refusal to submit to the drug screening or failure to pass according to the established standards may disqualify you from consideration for employment. Any drug test results will be communicated in a confidential manner.

PRE-EMPLOYMENT MEDICAL EXAM/PHYSICAL

If an offer of employment is made, R.H. Willson may require you to submit to a medical exam and/or physical if results would pertain to the position requirements.

PRE-EMPLOYMENT CRIMINAL BACKGROUND CHECK & DRIVING RECORD

If an offer of employment is made, R.H. Willson may require you to submit to a criminal background check and/or driving record inquiry if results would pertain to the position requirements.

“An applicant for employment with a sealed record on file with the commissioner of probation may answer ‘no record’ with respect to an inquiry herein relative to prior arrests, criminal court appearances, or convictions. An applicant for employment with a sealed record on file with the commissioner of probation may answer ‘no record’ to an inquiry herein relative to prior arrests or criminal court appearances. In addition, any applicant for employment may answer ‘no record’ with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.”

I hereby acknowledge that I have read and fully understand the above statements regarding pre-employment requirements.

Signature of Applicant

Date