

APPLICATION FOR EMPLOYMENT



THIS APPLICATION IS NOT AN EMPLOYMENT CONTRACT but merely is intended to evaluate suitability for employment. Alexin, LLC is an equal opportunity employer. Applicants are considered for employment without regard to race, religion, color, national origin, sex, age, or any other basis prohibited by law. Furthermore, we do not discriminate against any qualified person because of a disability that can be reasonably accommodated. It is also the policy of the company to have the option of conducting pre-employment screening before a job offer is made. If a job offer is made, employment may be contingent upon a successful completion of a medical examination, which may include providing body substance samples, and a criminal background check.

(PLEASE PRINT)

Position Applying For: _____ Date of Application: _____

Last Name	First Name	Middle Name		
Street Address	City	State	Zip Code	
Telephone Number	Social Security Number			

Are you authorized to work in the U.S.? Yes No
 (Proof of citizenship or work authorization will be required upon commencement of employment.)

Are you at least 18 years of age? Yes No

Will you work overtime when necessary? Yes No

Are you willing to work on rotating day and night shifts? Yes No

Can you work in a tobacco free environment? Yes No

Do you have reliable transportation to and from work? Yes No

Can you travel if your position requires it? Yes No

Are you on layoff and subject to recall? Yes No

Are you currently bound by a non-competition or trade secret agreement? Yes No
 If Yes, please explain: _____

Have you ever been convicted of a felony? Yes No
 If yes, please explain: _____

Note: Conviction will not necessarily disqualify you from employment.

Date available for employment _____

EDUCATION

	Name of School	Location	Number of Years Completed	Degree/Certificate
Elementary School				
High School				
College				
Other				

Other Qualifications:

Summarize special job-related skills and qualifications acquired from employment or other experiences.

EMPLOYMENT EXPERIENCE

List up to five jobs (including military). Start with your present or last job and work backwards. Include any temporary or part-time jobs.

1.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
2.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
3.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
4.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		
	Reason for Leaving			
5.	Employer	Dates Employed		Work Performed
		From	To	
	Address			
	Telephone Number	Hourly Rate/Salary		
		Starting	Final	
	Job Title	Supervisor		

WORK REFERENCES

Name	Position	Address	Phone
Name	Position	Address	Phone
Name	Position	Address	Phone

APPLICANT'S STATEMENT

1. I authorize the investigation of all statements contained in this application and release from all liability any persons or employers supplying such information, and I also release Alexin, LLC from all liability which might result from making the investigation.
2. I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of facts on this application (or on any required documents) may result in denial of employment or immediate termination of employment, regardless of when or how discovered.
3. I agree, if I am offered and accept a position, to conform to all existing and future Alexin, LLC rules and regulations necessary. I ALSO UNDERSTAND THAT, IF HIRED, MY EMPLOYMENT WILL BE AT-WILL, MEANING THAT EITHER PARTY CAN END THE EMPLOYMENT RELATIONSHIP AT ANY TIME AND FOR ANY OR NO REASON.
4. I understand that Alexin, LLC may obtain a pre-employment consumer report and/or investigative consumer report from a consumer reporting agency for the purpose of evaluating me for employment. The information will not be used for other purposes. Any such report may contain information bearing on my credit worthiness, credit standing or credit capacity. I understand I may have the right to request the information described above. By signing this application, I hereby authorize Alexin, LLC to obtain the information described above and acknowledge I have received this consumer notification.
5. This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should complete an additional application.
6. I have read and reviewed the information provided in this application and the above statements. By signing this application for employment I certify that I understand all parts of it and have answered all questions completely and fully.

Signature: _____ Date: _____