

Employment Application

HR -001 Rev: 02/12/2018



3547 & 3550 Perry Highway
Hadley, PA 16130

Deist is an Equal Opportunity Employer. Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) applied for _____ Date of application ___/___/___

Name _____
Last First Middle

Address _____
Street City State Zip Code

Telephone () _____ Mobile/Other Phone () _____ E-mail _____

If you are under 18, and it is required, can you furnish a work permit? Yes No

Are you legally authorized to work in the U.S.? Yes No (If hired, you will be required to provide of work authorization)

Have you ever been employed here before? Yes No If yes, when: _____ Under what name: _____

Type of employment desired: ___ Full-Time ___ Part-Time ___ Temporary ___ Seasonal ___ Educational Co-Op

Employment History

Starting with the most recent, provide the following information of your past three (3) employers, assignments or volunteer activities.

NAME OF EMPLOYER	TELEPHONE # ()
ADDRESS	
JOB TITLE	EMPLOYMENT DATES (MONTH & YEAR) FROM TO
NAME OF IMMEDIATE SUPERVISOR AND TITLE	COMPENSATION START: \$ END: \$
DESCRIPTION OF DUTIES	REASON FOR LEAVING
MAY WE CONTACT FOR REFERENCE? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER	

NAME OF EMPLOYER	TELEPHONE # ()
ADDRESS	
JOB TITLE	EMPLOYMENT DATES (MONTH & YEAR) FROM TO
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Skills and Licenses

Summarize any training, skills, licenses and/or certificates that may qualify you as being able to perform job related functions in the specific position for which you are applying. (For Example: Microsoft Office applications, software knowledge, experience with machines/equipment, etc.) _____

Educational Background

NAME & LOCATION	NUMBER OF YEARS ATTENDED	DIPLOMA OR DEGREE RECEIVED	COURSE OF STUDY
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
HIGH SCHOOL			
COLLEGE			MAJOR DEGREE
GRADUATE / OTHER (SPECIFY)			

References (List individuals familiar with your job qualifications, other than relatives or personal friends)

NAME	RELATIONSHIP	TELEPHONE	NUMBER OF YEARS KNOWN
		()	
		()	
		()	

Other

If offered the position, then when can you start?

If they have been explained to you, are you able to meet the attendance requirements of the position? N/A Yes No

Will you work overtime when required? YES NO

What rate of pay is desired?

How were you referred to this company?

Do you know anyone who works here? YES NO If yes, who?

Applicant Statement - Please Read Carefully Before Signing This Form

- All information contained in this application is true and correct to the best of my knowledge and belief. I understand that misrepresentations or omissions of any kind may result in denial of employment or be cause for subsequent dismissal if I am hired, regardless of when such information is discovered.
- I authorize the company to investigate my responses on this application and contact any or all of my former employers or any individuals familiar with me or my employment background for the purpose of verifying any information I have provided and/or for the purpose of obtaining any information, whether favorable or unfavorable, about me or my employment. I voluntarily and knowingly fully release and hold harmless any persons or organizations providing information pertaining to me or my employment.
- I understand that upon receiving a job offer, a physical examination and drug screening will be required.
- I understand that prior to my employment I will be asked to sign a background check consent form or other documentation in order to facilitate my hiring. I agree to sign these forms. **(A CRIMINAL RECORD DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT. FACTORS SUCH AS DATE OF THE OFFENSE, SERIOUSNESS AND NATURE OF THE VIOLATION, REHABILITATION AND POSITION APPLIED FOR WILL BE TAKEN INTO ACCOUNT.)**
- I understand that this application remains current for only 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

- 6. This Company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status under applicable federal, state or local law. The Company likewise does not tolerate harassment based on sex, race, color, religion, national origin, citizenship, age, disability or any other protected status. Examples of prohibited harassment include, but are not limited to, unwelcome physical contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name-calling, negative stereotyping, possession or display of derogatory pictures or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. Harassment of our employees is strictly prohibited, whether it is committed by a manager, coworker, subordinate or non-employee (such as a vendor or customer). The Company takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.
- 7. Regardless of whether or not I become employed by the company, I recognize that this application is not and should not be considered a contract of employment. I understand that employment at the company is on an at-will basis and that my employment may be terminated with or without cause, and without notice, at any time, at my option or the company's, unless specifically provided otherwise in a written employment contract. I further understand that no company employee or representative has the authority to enter into a contract regarding duration or terms and conditions of employment other than an officer or official of the company, and then only by means of a signed, written document.

Thank you for your interest in our company.

I certify that I have read, fully understand and accept the terms of the foregoing Applicant Statement.

Signature of Applicant _____ **Date** ____/____/____

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