



EMPLOYMENT APPLICATION

AN EQUAL OPPORTUNITY EMPLOYER

01. Applicant Information

Name: _____ Today's Date: _____
 Address: City, State: _____ Duration of time at current address _____
 Phone #: _____ Email: _____
 Position Applying for: _____ Date Available for Hire: _____ Desired Hourly Pay: _____

- Y / N a. Are you willing and available to work MON-FRI 7am – 4pm?
- Y / N b. Have you ever applied or previously worked for HAP before?
- Y / N c. Do you have any relatives working for the Company? If Yes, Who? _____
- Y / N d. Are you at least 18 years of age?
- Y / N e. Do you have a driver's license?
- Y / N f. Are you presently employed? If Yes, Where? _____
- Y / N g. Have you ever been convicted of a felony? If Yes, what for? _____

02. Employment History

Company: _____ City, State: _____
 Job Title: _____ Hourly Rate : \$ _____/hr
 Responsibilities: _____ Start & End Dates: _____ - _____
 Reason for leaving: _____

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Any breaks in employment within the last 5 years lasting for more than 1 month? If yes, please explain _____

03. Education

High School: _____ City, State: _____
 From: _____ To: _____ Did you graduate? Y / N

College: _____ City, State: _____
 From: _____ To: _____ Did you graduate? Y / N DEGREE: _____

Other: _____ City, State: _____
 From: _____ To: _____ Did you graduate? Y / N DEGREE: _____

04. List All Specialized Training, Skills, and Certifications

List any additional work experience, education, skills, information, licenses, certifications, special study relating to the position for which you applied or of general interest.

05. Additional Information

State any additional information you feel may be helpful to us in considering your application.

06. Applicant Certification and Consent

I hereby grant consent to the Company to investigate all statements contained in this application for employment as may be necessary in arriving at an employment decision and expressly authorize the Company to research criminal records databases, contact all of my prior employers, credit bureaus, the officials of all schools that I have attended, any person named above on this application, all public officials, and any other person or entity having relevant information about my history. All such individuals, officers, or entities are expressly authorized to give any information regarding my employment, personal habits, ability, or any other relevant information they may have regarding me—whether or not it is on their records—to the Company. I hereby release said employers, schools, public officials, and other persons and entities, from any and all liability for any damage whatsoever that might result from their revealing or furnishing this information.

I understand and accept that as part of the application and employment process, and/or during employment with the Company, I may be asked to submit to physical examinations which may include testing for alcohol and drugs, and/or be fingerprinted, all in accordance with law. I further understand that the Company is not requiring me to disclose any information contained in sealed criminal records. By signing this application, I hereby agree to submit to such examinations and release all persons and companies from any liability arising out of such examinations, tests, and fingerprinting. I further agree that the examining person may disclose to the Company or its representative the results of same.

If employed, I agree to conform to all policies, practices, and procedures of the Company and acknowledge that these may be changed, interpreted, withdrawn, or amended by the Company at any time, at the Company's sole option and without any prior notice to me. I consent and agree that the Company shall have the right to search my personal property located on Company property, along with Company desks, lockers, etc. for the purpose of investigating possible violations of Company rules/policies. This also includes access to my telephone conversations and e-mails or other types of electronic communications for that purpose.

I further acknowledge that my employment, or any offer of employment, if such is made, may be terminated, with or without cause, and with or without prior notice, at any time, even after acceptance, at the option of the Company or myself. I understand that no representative of the Company, other than the President, has any authority to enter into any agreement with me of any nature and do hereby state that none has so been asserted to me by anyone.

I HEREBY STATE THAT ALL FACTS GIVEN ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND ANY INTENTIONAL MISREPRESENTATION OR OMISSION ON MY PART IS CAUSE FOR REJECTION OR TERMINATION.

Employee's Signature

Date