

Application for Employment

Please Read Before Filling out This Application

VT Hackney does not discriminate in hiring or employment on the basis of race, color, sex, religion, disability, national origin, citizenship, or on the basis of age with respect to persons 18 years or older. No question on this application is intended to secure information to be used for such discrimination. Proof of identity and work authorization will be required upon employment in accordance with federal regulations. VT Hackney intends to check and hold all applicants responsible for the accuracy of the statements made on this application. This application will receive consideration for thirty (30) days. If you have not heard from VT Hackney within thirty days and wish to receive further consideration for employment, it will be necessary to complete another application.

PERSONAL DATA

Name: _____
 (Last) (First) (Middle)

Date: _____ Are you 18 years old or older? Yes No

Address: _____
 (Street) (City) (State) (Zip)

Length of time at this address: _____ Telephone Number: (____) _____

Only U.S. citizens or aliens who have a legal right to work in the U.S. are eligible for employment. Upon employment, can you provide genuine documentation establishing your identity and eligibility to be legally employed in the United States? Yes No

Have you been convicted of a crime or violation other than a minor traffic infraction? Yes No

If yes, explain _____
 (Answering "yes" to this question does not necessarily preclude consideration for employment)

Source of Referral: Newspaper Ad Employment Agency Employment Security Commission Recruiter
 Employee Referral by (employee name): _____
 Other (specify): _____

POSITION

Position applied for*: _____ Salary Desired: _____
 *Specific position must be completed. If not, application will be invalid.

Are you employed now? Yes No If so, may we contact your present employer? Yes No

Have you ever applied here before? Yes No When? _____

Are you available to work any shift? Yes No Any day of the week? Yes No Overtime? Yes No

If not, for what shifts and days are you available? _____

When could you report for work? _____

EDUCATIONAL DATA

Circle Highest Grade completed:

1 2 3 4 5 6 7 8 9 10 11 12
GRADE, JUNIOR HIGH OR HIGH SCHOOL

1 2 3 4
COLLEGE OR UNIVERSITY

1 2 3 4
GRADUATE SCHOOL

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	MAJOR SUBJECT OR COURSE OF STUDY	DID YOU GRADUATE?
High School				
College				
Business/Trade School				
Other (Specify)				
Graduate School				

LIST DEGREE(S) OR CERTIFICATION(S)

WORK HISTORY

From (mo./yr.)	Company	Telephone ()	Starting Salary \$ per
To (mo./yr.)	Address City State Zip		Final Salary \$ per
Supervisor's Name/Title	Type of Business	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Your Position/Title	Responsibilities/Duties		
Specific Reason for Leaving			

From (mo./yr.)	Company	Telephone ()	Starting Salary \$ per
To (mo./yr.)	Address City State Zip		Final Salary \$ per
Supervisor's Name/Title	Type of Business	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Your Position/Title	Responsibilities/Duties		
Specific Reason for Leaving			

From (mo./yr.)	Company	Telephone ()	Starting Salary \$ per
To (mo./yr.)	Address City State Zip		Final Salary \$ per
Supervisor's Name/Title	Type of Business	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Your Position/Title	Responsibilities/Duties		
Specific Reason for Leaving			

List the names of any employers you have worked for in the past 5 years that are not listed above:

REFERENCES

Give three business references who are not relatives or former VT Hackney employees.

NAME	OCCUPATION	YEARS KNOWN	PHONE	ADDRESS

I authorize, without liability, investigation of all statements in this application.

The Company is hereby authorized to make any investigation into my personal history, financial, credit record, and criminal record through any investigative or credit agencies/bureaus of the Company's choice.

I authorize all schools which I attended and all previous employers to furnish to VT Hackney my record, reason for leaving and all information they may have concerning me. I hereby release them and VT Hackney from all liability for any damage whatsoever arising therefrom.

I authorize previous employers to furnish VT Hackney with information used in connection with the evaluation of my qualifications as a prospective employee.

I understand that in event of my employment by SVC, it shall be sufficient cause for dismissal if any of the information I have given in this application is false or if I have failed to give any information herein requested. I understand that proof of identity and work authorization will be required upon employment in accordance with federal regulations.

I agree, if employed, to conform to the guidelines and regulations of the Company, whenever adopted by the Company and that those guidelines do not constitute an employment contract. I also understand that the Company or the employee may terminate the employment relationship at any time, without notice, with or without reason. Only a written agreement signed by the President of the Company may modify this paragraph.

VT Hackney conducts its business with the highest possible degree of safety and efficiency. Because of this, VT Hackney requires applicants for employment to undergo blood and / or urinalysis screening for drug or alcohol use as part of their pre-employment drug screening. In addition, all employees of VT Hackney are subject to blood tests or urinalysis screening for drug or alcohol use.

Signature: _____

Date: _____

We are an Equal Opportunity Employer