

# 1. personal

PLEASE PRINT ALL ANSWERS

**HOW TO APPLY**  
CLICK HERE FOR DETAILS

DATE OF APPLICATION

HOW DID YOU LEARN ABOUT THE POSITION?

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> CAREERBUILDER.COM             | <input type="checkbox"/> MONSTER.COM                      | <input type="checkbox"/> PRESENT CONSUMERS EMPLOYEE (Name _____) |
| <input type="checkbox"/> FRIEND/RELATIVE (Name: _____) | <input type="checkbox"/> WALK-IN                          | <input type="checkbox"/> COLLEGE (Name _____)                    |
| <input type="checkbox"/> PENNY SAVER                   | <input type="checkbox"/> CONSUMERS CONTACTED ME BY E-MAIL |  |
| <input type="checkbox"/> NEWSDAY                       | <input type="checkbox"/> CONSUMERS WEBSITE                | <input type="checkbox"/> OTHER _____                             |

LAST NAME

FIRST NAME

MIDDLE NAME

STREET ADDRESS

CITY

STATE

ZIP CODE

TELEPHONE NUMBERS

SOCIAL SECURITY NUMBER

HOME:

BUSINESS:

CELL:

E-MAIL ADDRESS

If you are under 18 years of age, can you provide required proof of your eligibility to work? .....

YES  NO

Have you ever filed an application with us before? .....

YES  NO

Have you ever been employed with us before? .....

YES  NO

Are you currently employed? .....

YES  NO

Are you legally eligible for employment in the United States?.....  
(Proof of identity and eligibility will be required upon employment)

YES  NO

Are you currently on "lay-off" or "stand-by" status and subject to employment recall? .....

YES  NO

On what date will you be available for work?  ONE WEEK  TWO WEEKS  IMMEDIATELY  OTHER \_\_\_\_\_

Are you able to perform the duties of the job you are applying for with or without a reasonable accommodation?.....

YES  NO

# 2. education and training

HIGH SCHOOL		CITY	GRADUATED		DIPLOMA	
			<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> REGENTS <input type="checkbox"/> STANDARD <input type="checkbox"/> GED	
COLLEGE	MAJOR	YEARS ATTENDED	CREDITS COMPLETED		DEGREE	
					<input type="checkbox"/> ASSOCIATES <input type="checkbox"/> BACHELORS <input type="checkbox"/> MASTERS	
					<input type="checkbox"/> ASSOCIATES <input type="checkbox"/> BACHELORS <input type="checkbox"/> MASTERS	
					<input type="checkbox"/> ASSOCIATES <input type="checkbox"/> BACHELORS <input type="checkbox"/> MASTERS	
LIST ANY OTHER EDUCATION, TRAINING, SPECIAL SKILLS OR CERTIFICATES/LICENSES THAT YOU POSSESS RELATED TO THIS JOB:						

# 3. employment experience

NAME OF CURRENT OR LAST EMPLOYER			PHONE #
ADDRESS			TYPE OF BUSINESS
DATES EMPLOYED FROM: TO:	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	NAME OF SUPERVISOR	REASON FOR LEAVING
BRIEF DESCRIPTION OF JOB DUTIES			MAY WE CONTACT? <input type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PREVIOUS EMPLOYER			PHONE #
ADDRESS			TYPE OF BUSINESS
DATES EMPLOYED FROM: TO:	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	NAME OF SUPERVISOR	REASON FOR LEAVING
BRIEF DESCRIPTION OF JOB DUTIES			MAY WE CONTACT? <input type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PREVIOUS EMPLOYER			PHONE #
ADDRESS			TYPE OF BUSINESS
DATES EMPLOYED FROM: TO:	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	NAME OF SUPERVISOR	REASON FOR LEAVING
BRIEF DESCRIPTION OF JOB DUTIES			MAY WE CONTACT? <input type="checkbox"/> YES <input type="checkbox"/> NO

# 4. references

LIST BUSINESS PERSONS KNOWN FOR AT LEAST THREE YEARS WHO ARE NOT RELATED TO YOU

NAME	TITLE	BUSINESS	PHONE	YEARS KNOWN

# 5. general information

<p>Do you have a valid driver's license?..... <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>License Number: _____</p> <p>Do you have dependable transportation <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	<p style="text-align: center;"><b>HOBBIES &amp; INTERESTS</b></p> <p>Music: _____</p> <p>Sports: _____</p> <p>Other: _____</p>
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# 6. comments

List any Comments or Qualifying Statements you care to make in reference to this position.

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# 7. occupational skills

Do you own a personal computer?.....  YES  NO    Type.....  MAC  PC

**RATE YOUR KNOWLEDGE OF THE FOLLOWING APPLICATIONS**

INTERNET:	<input type="checkbox"/> NO KNOWLEDGE	<input type="checkbox"/> SOME KNOWLEDGE	<input type="checkbox"/> PROFICIENT	<input type="checkbox"/> MASTER
WINDOWS:	<input type="checkbox"/> NO KNOWLEDGE	<input type="checkbox"/> SOME KNOWLEDGE	<input type="checkbox"/> PROFICIENT	<input type="checkbox"/> MASTER
MS OFFICE:	<input type="checkbox"/> NO KNOWLEDGE	<input type="checkbox"/> SOME KNOWLEDGE	<input type="checkbox"/> PROFICIENT	<input type="checkbox"/> MASTER
OTHER:	_____			
	_____			

Are you able to lift 50-100 lbs?.....  YES  NO

Rate your experience with the following material handling equipment/work duties:

CIRCULAR SAW:	<input type="checkbox"/> NO EXPERIENCE	<input type="checkbox"/> SOME EXPERIENCE	<input type="checkbox"/> PROFICIENT	<input type="checkbox"/> MASTER
POWER DRILL:	<input type="checkbox"/> NO EXPERIENCE	<input type="checkbox"/> SOME EXPERIENCE	<input type="checkbox"/> PROFICIENT	<input type="checkbox"/> MASTER
FURNITURE ASSEMBLY:	<input type="checkbox"/> NO EXPERIENCE	<input type="checkbox"/> SOME EXPERIENCE	<input type="checkbox"/> PROFICIENT	<input type="checkbox"/> MASTER
OTHER:	_____			

# 8. availability

**WORK HOURS**

The position for which you are applying requires that you work the schedule detailed below:

**Full Time**  
 Monday - 8:30am to 5:00pm  
 Tuesday - 8:30am to 5:00pm  
 Wednesday - 8:30am to 5:00pm  
 Thursday - 8:30am to 5:00pm  
 Friday - 8:30am to 5:00pm  
 Saturday - OFF  
 Sunday - OFF

**Closed Holidays**  
 Easter  
 Thanksgiving  
 Christmas  
 New Years Day

**Working Holidays**  
 Labor Day  
 Independence Day  
 Memorial Day

Do you have any present commitments that would prevent you from working this schedule?.....  YES  NO

If so, explain \_\_\_\_\_

This position may require working mandatory overtime. Are you able to fulfill this commitment?.....  YES  NO

**CONSUMERS EDUCATION**

If hired, would you be willing to complete required after-hour training courses?.....  YES  NO

**SALARY**

I understand the position I am applying for offers a starting salary of \$12.00 per hour for the first 40 hours worked per week and \$18.00 per hour for any hours worked in excess of 40 hours a week.  YES  NO

# 9. applicant's certification

*Please read carefully before signing. If you have any questions regarding the following statements, please ask for assistance.*

I certify that, to the best of my knowledge and belief, the answers given by me to the foregoing questions and the statements made by me in this application are correct and complete. I understand that any false information contained in this application may result in my discharge.

I authorize you to communicate with all my former employers (unless otherwise noted), school officials and persons named as references. I hereby release all employers, schools and individuals from any liability for any damage whatsoever resulting from giving such information.

I understand that as this organization deems necessary, I may be required to work overtime hours or hours outside a normally defined work day or work week. If employed, I understand and agree that such employment may be terminated at any time and without any liability to me for any continuation of salary, wages or employment related benefits.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_