



A & I Distributors APPLICATION FOR EMPLOYMENT

It is the policy of our company to provide equal employment opportunities to all qualified persons without regard to race, age, color, sex, religion, national origin, disability or marital status.

Answer all questions – please print.

Date of Application: _____

Name: _____ Social Security No: _____
Last First Middle

Address: _____
Street City State Zip

Primary Phone No: _____ Mobile/Cell Phone Number: _____

Are you legally eligible for employment in the USA? Yes No

How did you hear of this opening? _____

Position applied for: _____ Full-Time Part-Time

Wage or salary desired? _____ When can you start? _____

Have you ever been convicted of a felony? Yes No If yes, describe conditions:

EDUCATION

Circle highest year

School / City / State	completed	Field of Study	Degree
High School	1 2 3 4		XXXXXXX
College/Univ.	1 2 3 4		
College/Univ.	1 2 3 4		

Other Education/Training/Apprenticeship: _____

EMPLOYMENT HISTORY

Have you ever worked for any division of our company? Yes No If yes, explain:

List your five most recent employers, beginning with your **most current** position. (Include self-employment.)

EMPLOYER	FROM MO/YR	TO MO/YR	JOB TITLE AND DUTIES	SALARY START	SALARY FINISH	REASON(S) FOR LEAVING
NAME				\$ _____	\$ _____	
ADDRESS						
PHONE						
SUPERVISOR						
NAME				\$ _____	\$ _____	
ADDRESS						
PHONE						
SUPERVISOR						
NAME				\$ _____	\$ _____	
ADDRESS						
PHONE						
SUPERVISOR						
NAME				\$ _____	\$ _____	
ADDRESS						
PHONE						
SUPERVISOR						
NAME				\$ _____	\$ _____	
ADDRESS						
PHONE						
SUPERVISOR						

List any special skills you may have: _____

May we request your educational and work history from the educators and employers listed on this application? Yes No If not, indicate which one(s) you do **not** wish us to contact.

APPLICANT'S CERTIFICATION AND AGREEMENT

In the event of employment, I agree to comply with all rules and regulations as set forth by the company. Further, I certify that the information on this application is true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be sufficient cause for dismissal.

I hereby acknowledge that I have read and understand this statement of certification and agreement.

Applicant's Signature: _____ Date: _____

NAME _____ DATE _____

Instructions: Some of the words below are correctly spelled and some are not: Where the spelling is WRONG write the correct spelling in the space following the word. Do nothing when a word is spelled correctly.

government _____

convenient _____

accident _____

fourty _____

accept _____

beleive _____

bussiness _____

definitly _____

invoise _____

permenant _____

I. Instructions: Some of the following sentences contain grammatical errors. Each incorrect sentence contains only one error. When a sentence is incorrect, cross out the wrong word and write the correct word at the end of the line. When a sentence is correct, be sure to write "correct" at the end of the line.

SAMPLES:

Do not read aloud _____ correct _____

Where was you today? _____ were _____

1. He won't leave me come in. _____

2. My brother is taller than me. _____

3. She don't want to go home. _____

4. Will you bring this to the office across the street? _____

II. Instructions: On the line at the right write the number of the word which most correctly defines the word.

Neglect (1) disregard (2) respond (3) record (4) indication 1

Loathe (1) bristle (2) detest (3) abstain (4) relish _____

Accurate (1) valuable (2) exact (3) careless (4) perspective _____

Procedure (1) method (2) precedence (3) production (4) acquittal _____

Accumulate (1) amass (2) enforce (3) disburse (4) consign _____

COMPLETE THESE QUESTIONS. WRITE AT LEAST TWO SENTENCES FOR EACH QUESTION.

1. Why are you looking for work (another job)? _____

2. What are your career goals? _____

3. What are your strengths in the job? _____

4. What are your weaknesses in the job? _____

5. What do you know about A & I Distributors? _____

6. What, in your opinion, makes a good employer? _____

7. What should an employer look for in a good employee? _____

8. How would you describe your work habits? _____

NOTICE BEFORE ORDERING CONSUMER REPORTS

(Including Motor Vehicle Reports and Credit Reports)

The Fair Credit Reporting Act (FCRA) provides individuals with certain rights regarding consumer reports and places certain obligations on employers using consumer reports for employment-related purposes.

Consistent with the FCRA's requirements, this notice is provided to you in order to inform you that A & I may, for employment-related purposes (e.g., evaluating you for initial employment, promotions, transfers, assigned duties, retention as an employee, etc.), obtain from a consumer reporting agency one or more consumer reports containing financial information, criminal record information, driving record information and/or other relevant information about you.

A & I will not obtain a consumer report without your signature below authorizing us to obtain one or more consumer reports.

AUTHORIZATION TO OBTAIN CONSUMER REPORTS

I hereby acknowledge that I have read and understand the contents of the above notice and, by signing below, specifically authorize A & I to obtain one or more consumer reports on me for employment-related purposes as indicated above.

First Name (please print)

Middle Initial

Last Name

Signature

Date