



# APPLICATION FOR EMPLOYMENT

If you need any assistance or accommodation in order to complete this application, please notify the receptionist immediately.

LAST NAME:		FIRST NAME:		Middle Initial:
OTHER NAMES PREVIOUSLY USED:			WORK TEL:	
PERMANENT STREET ADDRESS:			HOME TEL:	
CITY:	STATE:	ZIP:	SS#:	

Are you 18 years or older?  YES  NO  
 Are you legally authorized to work in the United States?  YES  NO

Have you ever served in the US Armed Forces?  YES  NO  
 If yes, indicate BRANCH, RANK & DATE OF SEPARATION \_\_\_\_\_

Have you ever plead guilty to or been convicted of a criminal offense in a court or subject to military court martial?  YES  NO  
 Do not include arrests or other charges that did not result in a conviction. *A record of a conviction does not automatically disqualify you.*  
 IF YES, Date and Nature of Offense: \_\_\_\_\_

Are you subject to any employment, non-compete or confidentiality agreements?  YES (Attach copy)  NO  
 Are you currently under any expense recovery agreements (such as relocation, tuition reimbursement, etc.) with your former or current employer?  YES (Attach copy)  NO  
 Have you ever been refused a surety bond or denied government security clearance?  YES  NO

Are you available and able to travel if required?  YES  NO  
 Are you available to work overtime, including weekends, if required?  YES  NO  
 Are you willing to relocate?  YES  NO If YES, indicate geographic preference: \_\_\_\_\_  
 Do you have any relatives employed by Stuart Dean Co Inc  YES  NO If YES, what department? \_\_\_\_\_

Have you performed work for Stuart Dean Co Inc while employed through a temporary agency?  YES  NO  
 Agency: \_\_\_\_\_

If applying for a field position, are you willing to work on scaffolding or swing stages?  YES  NO  
 Are you willing to spray lacquer or use other potentially hazardous chemicals?  YES  NO  
 Do you have a driver's license?  YES  NO Your Driver's License #: \_\_\_\_\_

Are you able to perform the essential functions of this job, with or without accommodation?  YES  NO

**Check all that apply:**

Type of Position Desired	Date Available	Location	Starting Salary Desired	Full-Time Part-Time Temp PerDiem		
				Day Shift	Night Shift	Weekends
				Availability: <input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> Fri <input type="checkbox"/> Sa <input type="checkbox"/> S		
Referred by	<input type="checkbox"/> Newspaper Ad	<input type="checkbox"/> Employment Agency	<input type="checkbox"/> College Recruitment	<input type="checkbox"/> Walk-In	<input type="checkbox"/> Job Fair	<input type="checkbox"/> Other
<input type="checkbox"/> Stuart Dean Co Inc Employee Name: _____						

## EDUCATION

SCHOOL	NAME & ADDRESS	Did You Graduate?	DATES	DEGREE	COURSE OF STUDY	GPA
Graduate		<input type="checkbox"/> YES <input type="checkbox"/> NO	From: To:			
College		<input type="checkbox"/> YES <input type="checkbox"/> NO	From: To:			
High School		<input type="checkbox"/> YES <input type="checkbox"/> NO	DO NOT FILL IN			
Other (Specify)		<input type="checkbox"/> YES <input type="checkbox"/> NO	From: To:			

SKILLS:	<input type="checkbox"/> Typing wpm <input type="checkbox"/> Steno wpm	Computer Software (Specify Programs)
Please list any other abilities that you think would particularly qualify you for this position:		

**EMPLOYMENT/VOLUNTEER EXPERIENCE** (Start with most recent position. Attach another sheet if necessary.) All information including salary will be verified

1. Employer	Exact Job Title	Describe Your Work	
Address	Telephone	Dates of Employment	
		From:	To:
Name and Title of Supervisor	May we contact your supervisor or verify employment? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours Worked Per Week	
Reason for Leaving		Starting Salary	Ending Salary

2. Employer	Exact Job Title	Describe Your Work	
Address	Telephone	Dates of Employment	
		From:	To:
Name and Title of Supervisor	May we contact your supervisor or verify employment? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours Worked Per Week	
Reason for Leaving		Starting Salary	Ending Salary

3. Employer	Exact Job Title	Describe Your Work	
Address	Telephone	Dates of Employment	
		From:	To:
Name and Title of Supervisor	May we contact your supervisor or verify employment? <input type="checkbox"/> Yes <input type="checkbox"/> No	Hours Worked Per Week	
Reason for Leaving		Starting Salary	Ending Salary

PROFESSIONAL CERTIFICATIONS:
PROFESSIONAL AFFILIATIONS

**PROFESSIONAL REFERENCES** (Give the names of 3 persons who are not related to you and whom you have known at least one year)

Name & Organization	Title	Telephone
Name & Organization	Title	Telephone
Name & Organization	Title	Telephone

<b>S I G N A T U R E</b>	<p>The information I have provided on this application is complete and true to the best of my knowledge. Any misrepresentation or deliberate omission of facts on this application may preclude an offer of employment, or may result in the withdrawal of an employment offer, or may result in termination of employment from Stuart Dean Co Inc.</p> <p>I understand that acceptance of an offer of employment does not create a contractual obligation upon Stuart Dean Co Inc to continue to employ me in the future. I understand that my employment can be terminated with or without cause at any time at the discretion of either Stuart Dean Co., Inc or myself, except if my employment is covered under a collective bargaining agreement. Such agreement will set forth conditions subject for terminating my employment with the organization.</p> <p>I understand that no manager or representative of the organization, other than its President or her/his designee, has any authority to enter into any written agreement of employment with me for any specific period of time or to make any other written or oral agreement with me contrary to the foregoing.</p> <p>I also authorize verification of all information provided and release Stuart Dean Co Inc and its representatives from liability in seeking such information and all other persons, corporations and organizations for furnishing such information.</p>
	<p>_____</p> <p>SIGNATURE OF APPLICANT</p>

\_\_\_\_\_

DATE OF APPLICATION

*It is the policy of Stuart Dean Co Inc to recruit, hire and promote for all job classifications without regard to race, religion, age, sex, color, creed, disability, marital status, national origin, citizenship status, sexual orientation or veteran status. All staffing decisions are based solely on the qualifications of each individual and the needs of the organization. Stuart Dean Co Inc is an Equal Opportunity Employer.*