

APPLICATION FOR EMPLOYMENT



PERSONAL INFORMATION

First Name	M.I.	Last Name	Social Security Number	
Present Address		Apt. No.	City	State Zip
Prior Address		Apt. No.	City	State Zip
Are you 18 Years or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Home Phone	Cell Phone	Other Phone	

DESIRED EMPLOYMENT

Position	Date Available to Start	Full Time <input type="checkbox"/>	Part Time <input type="checkbox"/>
Desired Location/City	Are You Willing to Travel/Commute? <input type="checkbox"/> Yes <input type="checkbox"/> No	How Far?	
This job may require availability for evening, Saturday, and Sunday work. Are there any days or times you are NOT available to work?			
Are You Willing to Relocate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are You Employed Now? <input type="checkbox"/> Yes <input type="checkbox"/> No	If so, may we contact your current employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Ever Applied with Lease Zone or Check Exchange Before? <input type="checkbox"/> Yes <input type="checkbox"/> No	Where	When?	
Ever Worked for Lease Zone or Check Exchange? <input type="checkbox"/> Yes <input type="checkbox"/> No	Where	When?	
Name of Last Supervisor at Lease Zone or Check Exchange			
Reason for Leaving			
How did you hear of this opening? <input type="checkbox"/> College Placement <input type="checkbox"/> Online Job Site <input type="checkbox"/> Newspaper Advertisement <input type="checkbox"/> Temp/Employment Agency <input type="checkbox"/> Walk-In <input type="checkbox"/> Company Website <input type="checkbox"/> Friend			

EDUCATION

School Level	Name & Location of School	Course of Study	# Years Attended	Did You Graduate?
High School				
College				
College				
Trade/Technical School				
Other Training				
In addition to your work history, are there are other skills, qualifications, or experience that we should consider?				
Please list any Special Training You have Received				
Please list any Special Skills You Have				

PREVIOUS WORK EXPERIENCE

List Last 3 Employers; starting with the most recent position held

Name of Present or Last Employer			
Address		City	State Zip
Date Started	Starting Wage	Starting Position	
Date Ended	Ending Wage	Ending Position	
Name of Supervisor	Title	Supervisor Phone	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Description of Work			
Reason for Leaving			

Name of Previous Employer			
Address		City	State Zip
Date Started	Starting Wage	Starting Position	
Date Ended	Ending Wage	Ending Position	
Name of Supervisor	Title	Supervisor Phone	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Description of Work			
Reason for Leaving			

Name of Previous Employer			
Address		City	State Zip
Date Started	Starting Wage	Starting Position	
Date Ended	Ending Wage	Ending Position	
Name of Supervisor	Title	Supervisor Phone	May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Description of Work			
Reason for Leaving			

REFERENCES

Please Give the Names of THREE persons you are not related to who can vouch for your character.

Name	Phone	How Acquainted	Years Acquainted

OTHER INFORMATION

Have You Ever Been in the Military? <input type="checkbox"/> Yes <input type="checkbox"/> No		Branch	Discharge Date	Rank
Description of Duties				
Have You Ever Been Convicted of a Felony? <input type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, Explain (will not necessarily exclude you from consideration)		
This job has certain physical requirements including but not limited to standing for extended periods of time and bending/squatting to retrieve items at floor level.				
Do you have any special requirements or limitations that would prevent you from performing these duties? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Could you perform these duties with reasonable accommodations? <input type="checkbox"/> Yes <input type="checkbox"/> No				

AUTHORIZATION PLEASE READ CAREFULLY BEFORE SIGNING

I certify that all information provided by me on this application is true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would alter the integrity of this application. I understand that any false answers or statements or omissions of facts on this application will be sufficient grounds for not considering this application further or for immediate dismissal. I understand that Lease Zone, LLC may require me to pass a drug screening test as part of the pre-employment process.

I authorize my previous employers, schools, or persons listed as references to give any information regarding my employment or educational record. I agree that Lease Zone, LLC and my previous employers will not be held liable in any respect if a job offer is not extended, is withdrawn, or employment is terminated because of false statements, omissions, or answers made by myself on this application. In the event of any employment with this company, I will comply with all rules and regulations as set by the company in any communication distributed to the employees.

In compliance with the Immigration Reform and Control Act of 1986, I understand that I am required to provide approved documentation to the company that verifies my right to work in the United States on the first day of employment and that I will be provided with a list of the approved documents that are required.

I understand that employment at this company is "at will," which means that either I or Lease Zone, LLC can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment is continued on that basis.

By signing below, I acknowledge that I have read and understand the above statements. I further voluntarily agree that, if I accept employment with Lease Zone, LLC, I will submit to final and binding arbitration of employment related claims for which a court could otherwise grant relief. This means, for example, that claims of discrimination, harassment, retaliation, wrongful termination, and pay disputes will be decided by a jointly selected arbitrator, instead of a judge or jury.

Signature

Date