

# Employment Application

**ACZ** Laboratories, Inc.  
 Steamboat Springs, CO 80487  
 Phone: 970-879-6590  
 Fax: 815-301-3857  
 www.acz.com

**Date:**

**Name:**

**Address:**

**State/Province:**

**Zip/Postal Code:**

**SS Number:**

**Home Phone:**

**Cell Phone:**

**Emergency Contact**  **Phone**

**Positions Applied for:**

**Salary Desired:**

**When available to begin work?**

Are you at least 18 years of age?

Have you ever been discharged or requested to resign from a position?

Are you employed now?

If yes, may we contact your present employer?

**Hours Available to Work:**

<b>Mon</b>	<input type="text"/>
<b>Tues</b>	<input type="text"/>
<b>Wed</b>	<input type="text"/>
<b>Thurs</b>	<input type="text"/>
<b>Fri</b>	<input type="text"/>
<b>Sat</b>	<input type="text"/>
<b>Sun</b>	<input type="text"/>

Full-Time    part-time    Full or part-time

Have you been held in a position of trust (handling money or confidential material)?

If yes, describe

Do you have any reason to believe that you would have difficulty meeting this company's work schedule?

Can you produce documented proof of your identity and eligibility for employment in the United States? (e.g. driver's license, Social Security card, birth certificate, and/or immigration documents)

Excluding minor traffic offenses, have you ever been convicted of a crime:  yes    no

If yes, please explain

Do you have a drivers license?  yes    no

State of issue:

Have you had any accidents in the past 3 years?  yes    no

How many?

Do you had any moving violations in the past 3 years?  yes    no

How many?

**Education**

Type of School	Name of School and Complete Mailing Address	No. Years Completed	Major or Degree
High School	<input type="text"/>	<input type="text"/>	<input type="text"/>
College Bus. or Trade School	<input type="text"/>	<input type="text"/>	<input type="text"/>
Professional School	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

# Previous Employment (list up to 3)

## 1.

Name of Employer:

Name of last supervisor:

Dates of employment:

From:  To:

Salary:

From:  To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer:  yes  no

## 2.

Name of Employer:

Name of last supervisor:

Dates of employment:

From:  To:

Salary:

From:  To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer:  yes  no

### 3.

Name of Employer:

Name of last supervisor:

Dates of employment:

From:

To:

Salary:

From:

To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer:  yes  no

Computer:  PC  Mac  Both

Applications (list all that apply):

Other skills:

### Please list 2 references other than relatives

Name		
Position		
Company		
Telephone		
Relationship		
Email		

Use this space to add any additional information necessary to describe your full qualifications for the position which you are applying:

Have you applied for a job with us before?

Have you worked for us before?

How did you come to apply?

Employee referral     Former Employee     Newspaper Ad     High School Recruitment     College Recruitment

Walk-in     Indeed Ad     Other

## **Job Applicant's Agreement and Certification**

"I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in this application to verify my statements, and I authorize past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation, and previous employment record; I release all such persons from any liability or damages on account of having furnished such information."

"I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between the company and myself for either employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the company unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that the company retains the same right"

"If I am offered employment, I agree to submit to a physical examination whenever requested, and I understand my becoming employed and/or my continued employment are subject to the results of any physical examination related to my job duties in accordance with company policies and procedures."

"I understand that if employed, policies, and rules which are issued are not conditions of employment and that the employer may revise policies or procedures in whole or in part, at any time."

"I understand that this application will be kept on active file for 90 days from the date completed, after which time I would have to reapply in accordance with established company procedures."

Signature Field