



## **EMPLOYMENT APPLICATION**

Do not provide any false or misleading information in the Employment Application. All information provided is subject to verification. If any information in your employment Application changes after completion and submittal of this Employment Application to the Company, you must notify the Company immediately.

### **PERSONAL INFORMATION**

**(Please Print)**

Name \_\_\_\_\_ Date Completed \_\_\_\_\_  
(as stated on your identity card / passport)

Are you at least 18 years of age?  Yes  No

Have you ever been convicted of, found guilty of, plead guilty to, or admitted guilt of a crime?  Yes  No

If yes describe in full \_\_\_\_\_

If you are hired, can you provide proof of authorization to work in the United States?  Yes  No

Address \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Alternate Phone Number ( ) \_\_\_\_\_

Email address: \_\_\_\_\_

### **OTHER EMPLOYMENT RELATED INFORMATION**

Referral Source:  Friend  Relative  Walk-in  Ad  Other \_\_\_\_\_

Were you previously employed by this company?  Yes  No When? \_\_\_\_\_

Number of hours desired \_\_\_\_\_  Full Time or  Part Time Can you work overtime?  Yes  No

Pay desired \_\_\_\_\_

Position desired \_\_\_\_\_

When can you start? \_\_\_\_\_ List any days/hours you are NOT available to work \_\_\_\_\_

Have you ever been discharged or asked to resign by an employer?  Yes  No

If "Yes," give complete details \_\_\_\_\_

Have you used any names other than those listed above?  Yes  No

Please List \_\_\_\_\_

List the states (if applicable) and the counties of residence for the past seven years \_\_\_\_\_



**JOB RELATED SKILLS**

Are you fluent in any languages?  Yes  No Please List \_\_\_\_\_

Please list any other education, training, special skills, licenses or certificates that are job-related \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\* Please attach any relevant certifications that you possess along with your resume

**AUTHORIZATION**

I attest with my signature below that I have given to Chapman Services LLC true and complete information on this application and that no requested information has been concealed. I agree and understand that any misleading or false information provided by me herein, regardless of time of discovery, will justify my rejection for or termination from employment with the Company.

I further attest that I am qualified to perform all of the duties of the desired position.

I understand that the Company will investigate the statements contained in this application and requires additional background checks (including, but not limited to, criminal history, motor vehicle driving records, and credit history) where and as allowed by the law for certain positions. Therefore, I may be required to submit to a background check after an offer of employment is made. I understand that if that is a requirement for the particular position offered, I will need to authorize the Company and/or its agents, including consumer reporting bureaus, to investigate my background and all statements contained in this application, as may be necessary based upon the job offered. Should I choose not to authorize such background check, the job offer may be revoked. I release Chapman Services LLC and/or its agents from any liability that might arise from such request and/or investigation.

I understand that this application is not a contract of employment. I understand that in the event of employment, my employment relationship is terminable at will and is not governed by and employment contract. I also understand that the use of illegal drugs or alcohol is prohibited during employment and is grounds for immediate termination. In the event that I am employed, I agree to abide by all policies and standards of Chapman Services LLC. I also understand that a drug test may be administered prior to or at any time during my employment.

Signature of Applicant	Date
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This application for employment is good for 60 days.

Consideration for employment after 60 day required a new application be completed and provided to the company.

*For Company use only*

Qualified \_\_\_\_\_

1<sup>st</sup> interview \_\_\_\_\_

Resume on file \_\_\_\_\_

2<sup>nd</sup> interview (if required) \_\_\_\_\_

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_