

Application for Employment: The Hillpoint Corporation

The Hillpoint Corporation is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

(Please Print)

Name:		Date:	
Phone:		Email:	
Address:		City, State, Zip:	
Position Applying for:			

Are you eligible to work in the U.S? YES NO
 Are you at least 18 years or older? YES NO

WORK EXPERIENCE

Provide your employment history - start with current/ recent employment and go back 5 years if applicable:

From:	To:	Employer Name:	Phone:
Job Title:		Immediate Supervisor Name:	
Hourly Rate:		Reason For Leaving:	
From:	To:	Employer Name:	Phone:
Job Title:		Immediate Supervisor Name:	
Hourly Rate:		Reason For Leaving:	
From:	To:	Employer Name:	Phone:
Job Title:		Immediate Supervisor Name:	
Hourly Rate:		Reason For Leaving:	

REFERENCES

Provide three personal or professional references:

Name	Phone	Years Known	Professional/Personal

EDUCATION

Provide record of all High Schools, Colleges, Universities and Special Schools you have attended:

Name of School	Location	Grade Completed or Degree	Subjects Studied or Major

During the last seven years, have you ever been convicted of a crime other than minor traffic offense? A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered. YES NO

If yes, please provide details (dates and location for all convictions)

Have you ever been terminated from employment or asked to resign by an employer? YES NO

If yes, please provide company names and details

Have you ever been employed by The Hillpoint Corporation? YES NO

If Yes, please state dates of employment and reason for leaving

Can you perform the essential functions of the position for which you are applying? YES NO
(If you have any question as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer this question)

If No, please explain:

IF EMPLOYED:

Date available to Start:	Do you have reliable transportation?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Can you work overtime or extra hours without notice?		<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you available to work evenings and weekends?		<input type="checkbox"/> YES <input type="checkbox"/> NO

DAYS AND HOURS AVAILABLE (WEEKENDS AND EVENINGS ARE REQUIRED):

While every effort will be made to work within your availability there may be times that business needs require flexibility.

DAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
FROM							
TO							

APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

In connection with my application for employment with The Hillpoint Corporation, I understand and agree that investigative inquiries are to be made on myself including, but not limited to, criminal convictions, motor vehicle history, educational transcripts, and other reports of any nature and type, including information in the public domain. These reports will include information as to my character, work, habits, performance, and experience together with reasons for termination of past employment.

I understand and agree that The Hillpoint Corporation can and will be requesting information from various federal, state, and other agencies that maintain records concerning my past activities related to my driving, criminal, education, and other experiences.

I authorize without reservation all corporations, companies, persons, educational institutions, law enforcement agencies, and former employers to release information they may have about me and release them from any liability and responsibility for doing so.

This authorization, in original and copy form, shall be valid for this and any future reports that may be requested. I hereby authorize investigation of all statements made by me with no liability arising there from.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of The Hillpoint Corporation. However, I further understand that neither the policies, rules, regulations of employment nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant

Printed Name of Applicant

Date: