



HR DEPARTMENT ONLY

Date Received _____

NOTE: PLEASE ASK IF YOU NEED ASSISTANCE COMPLETING THIS APPLICATION.

LAST NAME _____ FIRST NAME _____ MIDDLE INITIAL _____

STREET ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____

HOME/MESSAGE PHONE () _____ WORK () _____ SOCIAL SECURITY NUMBER _____

What position are you applying for? _____ Date available for work? _____

Shift(s) Available: Days • Evenings • Nights • Would you prefer to work: Full time • Part time • Temporary •

Are you legally entitled to work in the United States? Yes • No • Proof of right to work in the U.S. will be required if hired.

Are you 18 years or older? Yes • No • If no, employment is subject to minimum legal age requirements.

Have you been convicted of a felony or released from prison within the past ten years?

(A conviction may not necessarily disqualify you from employment.) Yes • No •

If yes, please indicate the date and nature of the offense _____

Have you ever previously applied to or been employed by this company? If yes, when? _____

How did you learn about this opening? _____

Do you have any relatives employed at Big Al's? Yes • No • If yes, what is the relationship? _____

EDUCATION			GRADUATE		
	Name and Location of School	Years Completed	Yes	No	Degrees Received
High School					
College					
Trade					
Business, or					
Graduate School					

- Typing _____ WPM
- Personal Computer and software used: _____
- Ten Key ____ Touch ____ Sight
- Other computer skills: _____
- Foreign Language Skills _____
- Accounting: _____

Indicate any other skills related to the position you are seeking: _____

Were you known by any other name at any job or school listed on this application? Yes • No • If yes, what name? _____

PERSONAL AND/OR BUSINESS REFERENCES FIRST AND LAST NAME	COMPANY/TITLE	COMPLETE ADDRESS AND TELEPHONE NUMBER	YEARS KNOWN	RELATIONSHIP TO YOU

EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT RECORD (INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED)

Please start with most recent employer, include military service.

Employer _____ May we contact this employer? Yes No Telephone () _____

Address _____ City _____ State _____ Zip Code _____

Job Title _____ Supervisor _____ Telephone () _____

Dates Employed: From _____ To _____ Reason for leaving _____ Wage _____

Duties _____

Employer _____ May we contact this employer? Yes No Telephone () _____

Address _____ City _____ State _____ Zip Code _____

Job Title _____ Supervisor _____ Telephone () _____

Dates Employed: From _____ To _____ Reason for leaving _____ Wage _____

Duties _____

Employer _____ May we contact this employer? Yes No Telephone () _____

Address _____ City _____ State _____ Zip Code _____

Job Title _____ Supervisor _____ Telephone () _____

Dates Employed: From _____ To _____ Reason for leaving _____ Wage _____

Duties _____

Employer _____ May we contact this employer? Yes No Telephone () _____

Address _____ City _____ State _____ Zip Code _____

Job Title _____ Supervisor _____ Telephone () _____

Dates Employed: From _____ To _____ Reason for leaving _____ Wage _____

Duties _____

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize Big AI's to investigate all statements contained in this application and to request information about me from previous employers and educational institutions. I expressly authorize my previous employers to provide information and opinions concerning my work and work habits. Further, I release all parties (Big AI's) and persons connected with any requests for information from all claims, liabilities, and damages for whatever reason, arising out of furnishing any information that may be sought in arriving at an employment decision.

Due to the enormous number of applications that Big AI's receives, I understand Big AI's cannot make any guarantees that my application will be considered for any or all open positions they may have, or that my application will be considered for any specific length of time.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in dismissal. I also understand that I am required to abide by all current and subsequently issued rules and regulations of Big AI's and that employment is for no definite period and may be terminated, at any time, with or without notice, by either party.

Signature of Applicant

Date

**AUTHORIZATION FOR BACKGROUND CHECK
EMPLOYMENT APPLICATION**

I authorize Big Al's, Inc. ("Big Al's") to conduct a background check pursuant to my Application for Employment with Big Al's. I understand that this may include, but is not limited to, references, public civil records, motor vehicle records, and a check of public criminal records relating to me. I also authorize all persons and entities, including private and public entities, federal, state and local governmental agencies, and law enforcement agencies to release information they have about me to Big Al's. I release and waive the right to make any claims or to take legal action of any kind against Big Al's or any other person or entity relating in any way to checking such records, or using or disclosing the results of the background check. I also specifically release and waive any claims, suits, complaints, damages, liabilities, or legal action of any kind resulting from the negligence or other fault of Big Al's, or any other person or entity, in connection with the background check.

I understand that information gathered in the background check may preclude me from employment with Big Al's, depending upon the nature of the information or occurrence and the elapsed time since it occurred.

Signature: _____

Print Name: _____

Date of Birth: _____

Date: _____

Please attach a photocopy of state issued identification card.