



**APPLICATION FOR EMPLOYMENT**

**QUALIFIED APPLICANTS RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT DISCRIMINATION BECAUSE OF SEX, MARITAL STATUS, RACE, COLOR, CRED, NATIONAL ORIGIN, AGE OR THE PRESENCE OF A DISABILITY.**

**CONDITIONS FOR EMPLOYMENT ARE STATED AT THE END OF THIS FORM. PLEASE READ CAREFULLY BEFORE YOU SIGN THIS APPLICATION. FALSE STATEMENTS ON THIS APPLICATION FORM SHALL BE CONSIDERED REASON FOR TERMINATION**

Name: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Present Address: \_\_\_\_\_ Phone: (\_\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_

Present Address: \_\_\_\_\_

Position or type of employment desired: \_\_\_\_\_

Available for: Full Time    Part Time    Temporary    Date Available: \_\_\_/\_\_\_/\_\_\_

Rate of Pay Expected: \_\_\_\_\_ Social Security Number \_\_\_\_\_-\_\_\_\_-\_\_\_\_\_

Why would you like to work in building materials retailing? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why are you interested in working with Bailey Lumber & Supply Co?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please describe what type of work you like best \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING PAGES**

Can you perform the essential functions of the job for which you are applying, with or without reasonable accommodations?    Yes    No

If necessary, can you work evenings and/or weekends?    Yes    No

Do you possess a valid driver's license?    Yes    No

License State: \_\_\_\_\_ License # \_\_\_\_\_

Do you have a CDL?    Yes    No

Have you been convicted of a felony in the last 7 years?    Yes    No

**EDUCATION**

	School Name & Address	Dates Attended				Major Subject	Graduated? Degree?
		From		To			
		M	Y	M	Y		
<b>High School</b>							
<b>College</b>							
<b>College</b>							
<b>Graduate</b>							
<b>Business Trade, Other</b>							

Do you plan further education? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Please comment about your abilities, interests, training or special qualifications which will assist us in suitable placement: \_\_\_\_\_

**SKILLS:**

Cash Register \_\_\_\_\_ Word Processing \_\_\_\_\_ Spreadsheets \_\_\_\_\_ Ten-key by touch \_\_\_\_\_

Other: \_\_\_\_\_

**EMPLOYMENT HISTORY**

- List previous employers (10 years) starting with most recent  
(attach separate sheet if necessary)

<b>Company Name &amp; Address:</b>						
Begin	Employment Dates:		Salary:	\$	Title	
End				\$		
Name & Title of Supervisor:					Phone(____)____-____	
Main Duties:						
Reason for leaving:						

<b>Company Name &amp; Address:</b>						
Begin	Employment Dates:		Salary:	\$	Title	
End				\$		
Name & Title of Supervisor:					Phone(____)____-____	
Main Duties:						
Reason for leaving:						

<b>Company Name &amp; Address:</b>						
Begin	Employment Dates:		Salary:	\$	Title	
End				\$		
Name & Title of Supervisor:					Phone(____)____-____	
Main Duties:						
Reason for leaving:						

<b>Company Name &amp; Address:</b>						
Begin	Employment Dates:		Salary:	\$	Title	
End				\$		
Name & Title of Supervisor:					Phone(____)____-____	
Main Duties:						
Reason for leaving:						

<b>Company Name &amp; Address:</b>						
Begin	Employment Dates:		Salary:	\$	Title	
End				\$		
Name & Title of Supervisor:					Phone(____)____-____	
Main Duties:						
Reason for leaving:						

**PLEASE NOTE – Applicant agrees to the following conditions of employment**

If hired, I will receive a copy of the Bailey Lumber & Supply Co. Employee Handbook and agree to fully and completely read it. I understand that neither this handbook, nor any other communication by a management representative is intended to, in any way, create a contract of permanent employment for a specified period of time.

I further understand that my employment can be terminated at any time, with or without cause, and with or without notice, at the option of either the company or myself. I swear all statements in this application are true and correct. If any information is false, it will be cause for termination. I understand employment is contingent upon verification of identity to work in the United States.

If a conditional job offer is extended to me, I will be required to submit to a drug and alcohol test, within 24 hours after being notified. Bailey Lumber & Supply Co. actively and proudly promotes a Safe, Drug and Alcohol free workplace. As a Condition of employment, all employees are subject to random drug and alcohol testing, post accident drug and alcohol testing and reasonable suspicion drug and alcohol testing.

I hereby authorize Bailey Lumber & Supply Inc. to solicit information regarding my credit history and previous employment. I release all parties and persons connected with such solicitation from all claims, liabilities, and damages for any reason arising out of furnishing such information.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

Printed name of Applicant: \_\_\_\_\_