

American River Ace Hardware, Inc.

APPLICATION FOR EMPLOYMENT

Position Applied For: _____ Date of Application: _____

Last Name	First Name	Middle Initial	Home Phone
Present Street Address	City	State	Zip
Social Security Number	Name and phone number of the person to be notified in case of emergency		
Are you able to perform the essential functions of the position for which you are applying, either with or without reasonable accommodations?		Yes	No
Do you have the legal right to work and be employed in the U.S.? <small>(Proof of identity and legal authority to work in the U.S. is a condition of employment.)</small>		Yes	No
Are you at least age 18? <small>(Proof of age and work permits may be required prior to hiring)</small>		Yes	No
Do you have a reliable means of transportation to and from work?		Yes	No

EDUCATION

	Name of School and Address	Graduated (Yes/No)	Number of Years	Course or Major	Grade Point Average
Junior High					
High School					
College					
Other					
Extracurricular Activities (You may omit those which indicate your race, color, religion, sex, national origin, ancestry, age or the existence of a disability.)					
Have you ever worked for this Company before?			Yes	No	
The Company is an equal opportunity employer. The Company does not discriminate on the					

basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by applicable state or federal civil rights laws.

GENERAL INFORMATION

Date available to start:				Full-time or Part-time?			
Days and Hours	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
From:	_____						
To:	_____						
Are you available for work on weekends?					Yes	No	
Would you be available to work overtime, if necessary?					Yes	No	
What interested you in the Company?							
What are your hobbies, special interests, and activities? (Please omit those indicating race, color, religion, sex, national origin, ancestry, age, or the existence of a disability.)							
If hired, would you have a reliable means of transportation to and from work?						Yes	No
Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.)						Yes	No
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?						Yes	No
If no, describe the functions that cannot be performed.							

<small>(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)</small>							
We may refuse to hire relatives of present employees if doing so could result in actual or potential problems in supervision, security, safety, or morale, or if doing so could create conflicts of interest.							

EMPLOYMENT/WORK EXPERIENCE

<p>Please list all of your jobs in the past five years. (If applicable, you may list work performed on a voluntary basis. If additional pages are needed, please attach.)</p>		
Company No. 1 (present or most recent employer)	Address	Telephone Number
Employed (Month and Year) From To		Average Number of Hours Worked Per Week:
Position(s) Held:	Supervisor's Name and Position	
Describe all of your significant duties:		
May we contact this employer? Yes No		
Reason for leaving:		

EMPLOYMENT/WORK EXPERIENCE (Continued)

Company No. 2 (present or most recent employer)	Address	Telephone Number
Employed (Month and Year) From To		Average Number of Hours Worked Per Week:
Position(s) Held	Supervisor's Name	and Position
Describe all of your significant duties:		
May we contact this employer? Yes No		

To assist us to check records and to verify prior employment and education, please indicate whether you were ever employed or enrolled in a school under a name other than that used on this application:	Yes	No
If yes, please specify the name you were employed or enrolled under:		
<hr/>		
If you are employed now, may we contact your current employer?	Yes	No
Are you a veteran of the United States military service?	Yes	No
If yes, please state branch of service:		
<hr/>		
Please list any job-related professional, trade, business or civic activities, organizations and associations. (You may omit those which indicate race, color, religion, national origin, ancestry, sex, age, or the existence of a disability):		
<hr/>		
<hr/>		

Please provide the names, addresses, and telephone numbers of at least two references who are not related to you:
<hr/>
<hr/>

Person to be contacted in the event of an accident or emergency:
Name: <hr/>
Address: <hr/>
Telephone: <hr/>

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials I **hereby certify** that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the statements checked by the Company unless I have indicated to the contrary. I authorize the references listed above, as well as all other individuals whom the Company contacts, to provide the Company any and all information concerning my previous employment and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to the Company as well as from any use or disclosure of such information by the Company or any of its agents, employees, or representatives. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, my immediate dismissal from employment.

Initials In consideration of my employment, I agree to conform to the rules and standards of the Company. *I further agree that my employment and compensation can be terminated at will, with or without cause, and with or without notice, at any time, either at my option or at the option of the Company. I understand that no employee or representative of the Company, other than its president, has the authority to enter into any agreement for employment for any specified period of time, or to make any express or implied agreement contrary to the foregoing. Further, the president of the Company may not alter the at-will nature of the employment relationship or enter into any employment agreement for a specified time unless the president and I both sign a written agreement that clearly and expressly specifies the intent to do so. I agree that this shall constitute a final and fully binding integrated agreement with respect to the at-will nature of my employment relationship and that there are no oral, written, or collateral agreements regarding this issue.*

Initials I also understand that all offers of employment are conditioned on the Company's receipt of satisfactory responses to reference requests and the provision of satisfactory proof of an applicant's identity and legal authority to work in the United States. Offers of employment are also conditioned on the satisfactory completion of a post-offer medical examination.

Signature of Applicant

Date

**AMERICAN RIVER ACE HARDWARE, INC.
IS AN EQUAL OPPORTUNITY EMPLOYER**