



APPLICATION FOR EMPLOYMENT

Name: _____

Date: _____

Location: _____

Please indicate the position(s) for which you wish to be considered. Applicants are considered only for specific positions. (do not list "any")

1. _____

2. _____

3. _____



APPLICATION FOR EMPLOYMENT

DATE: _____ **POSITION APPLIED FOR:** _____

Referred by: _____ **Date Available for Work:** _____

INSTRUCTIONS: Please read carefully. Every item on this form must be answered to the best of your ability. Please print and use a pen. Your qualifications will be carefully reviewed and you will be given thorough consideration for the position(s) for which you have applied. Upon employment, this application will become part of your permanent record at S.I.C. Recycling, Inc.. Keep this in mind as you complete it. *Special Note: You are not required to supply any information that is prohibited by Federal, State, or Local law. We are an Equal Opportunity Employer. S.I.C. Recycling, Inc. does not discriminate on the basis of race, color, religion, gender, national origin, pregnancy, marital status, citizenship, age, disability, veteran status, or any other legally protected class. You may request assistance in completing this application.*

PERSONAL

Name _____ **Telephone Number:** () _____

First _____ **M.I.** _____ **Last** _____
Street _____ **Box** _____ **City** _____ **ST** _____ **Zip** _____

Cell/Digital Phone _____ **E-Mail Address** _____ @ _____

If younger than 18, state your age here _____ **Are you legally entitled to work in the United States? **** yes no
***Compliance with I-9 requirements is mandatory, upon employment*

Have you ever been employed by Sloan Implement or S.I.C. Recycling? yes no
If yes, please list location name(s) and date(s). _____

Have you ever been convicted of a moving traffic violation? yes no **If yes, list all here:** _____

Have your driving privileges ever been revoked or suspended? yes no **If yes, list here when and why:** _____

Do you currently hold a Commercial driving license (CDL)? yes no

EDUCATION

High School (Name and Address) _____

Did you graduate? _____ **If no, last grade completed** _____ **G.E.D. Obtained?** _____ **Grade Average** _____

Colleges (Name and Address) _____

Colleges (Name and Address) _____

Did you graduate? _____ **If no, number of hours completed** _____ **Grade Point Average** _____ **Degree** _____

Major _____ **Minor** _____ **If attending, date of graduation** _____

Other Education _____

Awards, Honors, Leadership Roles: _____



MILITARY not applicable

List service in U.S. Military: From _____ to _____ Branch _____

Rank at Discharge _____ Military experience that may be applicable to working here _____

GENERAL EMPLOYMENT INFORMATION

1. List here all of the equipment with which you have experience and training. (Examples: cash register, small tools, forklift, word processor, calculator, computers, etc.): _____

2. Are you willing to relocate? _____ If yes, state location preferred _____

3. Salary Expected _____ hour _____ or week Number of hours you are available per week? _____ No preference

4. Type of Employment sought: regular full time regular part time temporary seasonal as needed

5. Which of the following are you available: Days: yes no Nights: yes no Weekends: yes no

Holidays: yes no Shift Work: yes no

6. Indicate hours you are available to work on the following days (or check Anytime, if you have no restrictions):

Monday Tuesday Wednesday Thursday Friday Saturday Sunday
to to to to to to to
 Anytime Anytime Anytime Anytime Anytime Anytime Anytime

7. Are you able and willing to perform the essential functions of the job for which you are applying, including travel, if necessary? yes no don't know

•If no, indicate reason: need different hours need different days need more training change in duties

Other, (explain accommodation needed:) _____

8. Are you currently under a non-compete agreement that will prevent you from working for any business in our industry?

yes no If yes, please explain and list the date the agreement expires: _____

EXPERIENCE: List below all present and past employment, beginning with your most recent employer

1. Employer _____
Address _____
Kind of Business _____ Supervisor _____
Job Title _____ Reason for Leaving: Quit Discharge Retired
Dates Employed _____ to _____ Laid Off Why? _____
For Job Reference, call _____ at _____
 Please do not contact this employer. Why not? _____

...

2. Employer _____
Address _____
Kind of Business _____ Supervisor _____
Job Title _____ Reason for Leaving: Quit Discharge Retired
Dates Employed _____ to _____ Laid Off Why? _____
For Job Reference, call _____ at _____
 Please do not contact this employer. Why not? _____

...



3. Employer _____
 Address _____
 Kind of Business _____ Supervisor _____
 Job Title _____ Reason for Leaving: Quit Discharge Retired
 Dates Employed _____ to _____ Laid Off Why? _____
 For Job Reference, call _____ at _____
 Please do not contact this employer. Why not? _____

In the following space, please describe briefly why you are applying for this position:

In the following space, please describe your strengths and talents and how our company will benefit from your work here.

CONDITIONS OF EMPLOYMENT

- I. The facts as stated on this application are true and correct. I understand that, if employed, false statements on this application may cause my immediate dismissal.
- II. I authorize such background and personal reports as deemed necessary to verify that the information I have supplied is true and accurate and to determine my fitness for this job and hold harmless those who have the responsibility to develop such a report. A copy of this authorization is as valid as the original.
- III. I understand that I may be required to work overtime as a condition of being employed.
- IV. In consideration of my employment, I agree to conform to the rules and regulations for employees. I understand I am an employee at will, and that this application is not a contract of employment S.I.C. Recycling, Inc., and that my employment and compensation can be terminated, with or without cause, at anytime, at the option of either S.I.C. Recycling, Inc., or me. I understand that no representative of S.I.C. Recycling, Inc., has any authority to enter into any verbal agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and that no document, policy or practice of S.I.C. Recycling, Inc., may change the foregoing unless it is expressly titled "Employment Agreement" and signed by both myself and an officer of S.I.C. Recycling, Inc..
- V. I understand that I may be required to submit to a pre-employment, and post-employment test for fitness and/or substance abuse, if not prohibited by law.
- VI. As a condition of employment, I accept that any complaint or conflict that cannot be resolved internally may be referred to Alternative Dispute Resolution, unless prohibited by law.

DATE _____ SIGNATURE _____



AUTHORIZATION TO RELEASE INFORMATION

I, _____
 Last Name First Name Middle Name

 Street Address City State Zip Dates Lived Here

 Addresses for the Past Seven Years: (include street, city, state, zip code) Dates of Residence:

 Date of Birth Other Names Used (including maiden name) Years Used

 Social Security Number Driver's License # State

 Email address (may be used for official correspondence)

do hereby authorize verification of all information in my employment application from all sources of employment, education, motor vehicle, financial history, criminal history, personal character, and worker's compensation records in accordance with ADA, labor and wage records, etc. or any part thereof, and authorize any duly authorized agent of **IntelliCorp Records, Inc** to obtain, whether the said records are public or private, and including those which may be deemed to be privileged or confidential in nature and I release all persons from liability on account of such disclosures. Information appearing on this Authorization will be used exclusively by **IntelliCorp Records, Inc** for identification purposes and for the release information which will be considered in determining any suitability for employment. I certify that I have made true, correct, and complete answers and statements on my employment application, any supplements to it and in any interview in the knowledge that they will be relied upon in considering my application for employment. I agree to provide additional information that may be requested to process my employment application. I authorize without reservation, any party or agency contacted by **IntelliCorp Records, Inc** to furnish the above-mentioned information. This authorization is valid during the course of my employment to the extent permitted by law.

**I hereby do _____ do not _____ authorize you to contact *my current* employer for Employment and Reference Verifications (This will authorize immediate inquiries to the Human Resources Department and to any listed supervisors or references in the Employment/Reference Section of your application.)

I have the right to make a request to **IntelliCorp Records, Inc**, upon proper identification, to request the nature and substance of all information in its files on me at the time of my request, including sources of information, and the recipients of any reports on me which **IntelliCorp Records, Inc** has previously furnished within the two year period preceding my request.

I understand and agree that any omission, false statement, misleading statement, or answer made by me on my application or any supplements to it and in any interviews will be sufficient grounds for rejection of employment and my discharge after employment.

 Printed Name Applicant Signature Date

CALIFORNIA, OKLAHOMA, and MINNESOTA RESIDENTS ONLY: If you are a current California, Oklahoma, or Minnesota resident and would like to request a copy of your Consumer Report or Investigative Consumer Report, please check the box. This report may include character and reputation information obtained through personal interviews.

MASSACHUSETTS APPLICANTS ONLY: Under Massachusetts law, an employer is prohibited from making written, pre-employment inquiries of an applicant about his or her criminal history. Massachusetts applicants should not respond to any of the questions seeking criminal record information.

DISCLAIMER: THIS FORM IS NOT MEANT TO PROVIDE LEGAL ADVICE OF ANY KIND. LEGAL ADVICE SHOULD BE SOUGHT FROM YOUR ATTORNEY. WE MAKE NO CLAIMS, PROMISES OR GUARANTEES ABOUT THE ACCURACY, COMPLETENESS, OR ADEQUACY OF THE INFORMATION CONTAINED HEREIN. WE MAKE NO WARRANTY THAT THIS FORM IS APPROPRIATE FOR YOUR PARTICULAR NEEDS.