

Didier Hardware Corp.

1355 Landsdowne Dr.
Union City, IN 47390
765/964-5483

Application for Employment

Position(s) Applied For _____ Date of Application _____

We at *Didier Hardware* deeply appreciate your interest in our organization and assure you that we are sincerely interested in your qualifications. A clear understanding of your background and work history will aid us in placing you in the position that best meets your qualifications and may assist in possible future upgrading in the event that your application is considered favorably.

Name _____ Social Security # _____

Address _____ City _____ State _____ Zip _____

Telephone # _____ E-mail Address _____

Who referred you to us? _____

May we contact you at work? Yes No Work number & best time to call _____

Date available for work _____ Type of employment desired: Full-time Part-time

Are you legally eligible to work? Yes No Will you travel if job requires it? Yes No

Will you work overtime if required? Yes No Are you on lay-off and subject to recall? Yes No

Have you applied here before? Yes No Do you have relatives currently employed here? Yes No

Can you lift heavy object repeatedly? Yes No Can you stand for long periods at a time? Yes No

EDUCATIONAL BACKGROUND

School	Years Completed	Degree/Diploma	GPA/Class Rank	Major

REFERENCES – List 3 Personal references *not* related to you.

Name/Address/City/Zip	Telephone	Years Known

List professional, trade, business, or civic associations and any offices held, special accomplishments or awards, and any other information you would like us to consider:

EMPLOYMENT HISTORY – List your employers for the past 10 years, starting with the most recent. Be sure to provide the month and year worked at each job. Explain any gaps in employment in the comments section below.

Employer	Telephone	Dates Employed From To		Summarize job responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	
Employer	Telephone	Dates Employed From To		Summarize job responsibilities
Address				
Job Title		Hourly Rate/Salary Starting		
Immediate Supervisor and Title		\$	Per	
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Immediate Supervisor and Title		\$	Per	
Reason for Leaving		Hourly Rate/Salary Final		
		\$	Per	

Comments (including explanation of any gaps in employment) _____

CRIMINAL RECORD

Have you ever been convicted of a felony, or a misdemeanor involving any violent act, use or possession of a weapon, or act of dishonesty, for which the record has not been sealed or expunged? *Conviction of a crime will not automatically result in a denial of employment.*

Yes No

If yes, please provide a brief explanation: _____

Have your driving privileges been suspended or revoked for any reason in the last 5 years? Yes No

If so, please explain: _____

MILITARY SERVICE

Branch _____ Service Location _____

Special Training Received: _____ Rank at Separation _____

SKILLS AND QUALIFICATIONS

- It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from the service of *Didier Hardware* if I have been employed.
- I give *Didier Hardware* the right to investigate all references and to secure additional information about me, if job related.
- I hereby release from liability *Didier Hardware* and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.
- *Didier Hardware* is an Equal Opportunity Employer. They do not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state or federal law.
- This application is current for only 60 days. At the conclusion of this time, if I have not heard from *Didier Hardware* and still wish to be considered for employment, it will be necessary to fill out a new application.
- I understand that just as I am free to resign at any time, *Didier Hardware* reserves the right to terminate my employment at any time, with or without cause and without prior notice. I understand that no representative of the employer has the authority to make any assurances to the contrary.
- I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of the person's need for an accommodation that would be required by the ADA.
- I authorize investigation into all statements and references contained in this application. Said investigation may include credit, driving, criminal background, references and other background checks. By applying for this job, I also authorize post-hire investigation into my credit, driving and criminal background.

Signature of Applicant _____ Date _____

Didier Hardware is an Equal Opportunity Employer