

Please complete every section of this application. Incomplete applications will not be processed.



PO Box 328 100 N. 24th St Belleville, IL 62222

Application for Employment

(Pre-employment questionnaire)

Personal Information

Name _____ Social Security Number _____

Current street address _____

City/State/Zip _____

Area code and phone number () _____ Are you 18 years or older: Yes No

Are you either an U.S. Citizen or an Alien authorized to work in the United States? Yes No

Special Questions (You must answer the following two questions)

Would you consent to pre-employment testing, including drug screening, medical testing and/or skill-related testing if required? Yes No

Would you consent to a pre-employment background check, including past employment information, education verification and/or reference checks, if required? Yes No

Employment Desired

Position _____ Salary Desired _____ Date you can start: _____

Are you employed now? _____ If so, may we inquire of your present employer? _____

Have you ever applied to this company before? _____ If so, when? _____

The Age Discrimination Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age.

Education

Type of School	Name of School	Location (complete mailing address)	Number of years completed	Major & Degree
High School				
College				
Bus. or Trade School				
Professional School				

Work History

List the last 3 employers you have worked for. List as much information as possible.

Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Work History, Cont'd			
Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
		From	Start
		To	Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of Employer	Name of Last Supervisor	Employment Dates	Pay or Salary
		From	Start
		To	Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

References

Please provide the names of three people not related to you who you have known at least one year.

Name	Address	Business	Years Acquainted
1			
2			
3			

Service Record

Branch of Service _____ Discharge Date _____ Rank _____

Present membership in National Guard or Reserves _____ Date obligation ends _____

Bi-Lingual / Multi-Lingual

Please list any foreign language(s) you speak fluently: _____ Read Write

_____ Read Write

_____ Read Write

Authorization

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected, and, if I am employed, my employment may be terminated at any time.

In consideration of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company's option. I also understand and agree that the terms and condition of my employment may be changed, with or without cause and with or without notice, at any time by the company. I understand that no company representative, other than its President, and then only when in writing and signed by the President, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.

Date _____ Signature _____

Please answer the following questions and give specific reasons.

1. Why have you applied for this job?

2. What did you like about your previous employer?

3. What didn't you like about your last job?

Roesch, Inc.
Test Waiver and Release

I, _____, hereby consent to the taking of a drug/controlled substance test for the purpose of determining whether I will be considered for hiring or continued employment by Roesch, Inc. I understand that prior to the test I am obligated to notify the testing laboratory if I am undergoing authorized prescribed medical treatment with controlled substances or prescription drugs, reporting the specific drugs or treatment that I am receiving, in order to avoid any confusion in the test results.

I further understand that if I test "positive" on the drug test, I will not be hired by Roesch, Inc., or continued in employment if I have previously been hired. I accept any such employment decision made by Roesch, Inc., even though I may not agree that I have been taking any illegal drug; narcotic, or other such controlled substance. I fully waive, in advance of any right to complain of the results of the drug test, or of any action taken by Roesch, Inc. as a result of such test, through any legal actions or other means of whatever kind of nature, and fully release Roesch, Inc., its officers, employees, and representatives, for any and all liability arising from the drug test, or in any manner related to my application for or employment with Roesch, Inc.

I authorize the testing laboratory to release the test results to Roesch, Inc. I understand that good faith efforts will be made to keep the results of the drug test confidential, and that Roesch, Inc. will endeavor to assure the test results will not be revealed to any persons except those persons who Roesch, Inc. deems have a need to know such information relating to personnel administration or processing of employment matters, or as may otherwise be required by law.

Agreed to by the undersigned applicant/employee on this _____ day of

_____, 20____.

(Applicant/Employee Signature)