

Williams and Hall

WILDERNESS OUTFITTERS

Application for Employment
PO Box 358 Ely, MN 55731
(218)365-5837 (800)322-5837 Fax (218)365-6369
Email: canoe@williamsandhall.com

The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, sex, religion, or national origin. Public Law 90-202 prohibits discrimination because of age. The laws of some states prohibit some or all of the above mentioned types of discriminations.

PERSONAL

Last Name _____ First Name _____ Middle Int. _____

Social Security No. _____ Driver's License & State _____

Present Address _____

City _____ State _____ Zip _____ Years at this address _____

Current Telephone _____ E-mail _____

Jobs applied for: 1. _____

2. _____

How did you hear about this opening? _____

Do you want to work full time? _____ Do you want to work part-time _____

Have you worked for us before? _____ if yes, when _____

List any friends or relatives working for us. _____

If hired, what day can you start work _____ Your end date _____

Are there any other experiences, skills, or qualifications, which you feel would especially fit you for work with us? _____

If hired do you have a reliable means of transportation to get to work? _____

Do you have any physical conditions that would prevent you from performing specific kinds of work?
If yes, explain disability and limitation restrictions. _____

Have you had a serious illness in the past 5 years? _____ Describe _____

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses? _____
Describe in detail. _____

Are you prevented from lawfully becoming employed in this country because of visa or immigration status?
Describe in detail. _____

Final disposition _____

EDUCATIONAL BACKGROUND

Type of School	Name	How Many		Graduated		Course or Major
		Years	Attended	Yes	No	
High School				Yes	No	
College				Yes	No	
Post Graduate				Yes	No	
Tech or Trade				Yes	No	
Other				Yes	No	

List other job related special training, certifications, skills, experience, accomplishments and/or activities that should be considered placement: _____

MILITARY SERVICE RECORD

Have you ever served in the armed forces? _____ If yes, what branch? _____

MISCELLANEOUS

Birthdate: Day _____ Month _____ Year _____ Sex: Male _____ Female _____

Height: _____ ft _____ in Weight: _____ lbs

What is your marital status? Single Engaged Married Separated Divorced Widowed

Are you a US Citizen? Yes No

Shirt Size: _____

PERSONAL REFERENCES

Name & Occupation	Address	Phone Number

EMPLOYMENT EXPERIENCE

Employer	Dates Employed	Starting Pay	Final Pay	Job Title
Address		Telephone Number		
Work Performed		Supervisor (Name and Title)		
Reason for Leaving				

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Address		Telephone Number		
Work Performed		Supervisor (Name and Title)		
Reason for Leaving				

May we contact you Employers? _____ Yes _____ No

To assist us in finding the proper position for you in our organization, please use the space below to summarize additional information necessary to describe your full qualifications.

What interests you most in working for Williams and Hall? _____

PHOTOGRAPH Please attach a recent photograph with this application.

RECOGNIZED HAZARDS Williams and Hall endorses and supports the right of all employees to work in an environment free of recognized hazards. Therefore, the use of nonprescribed drugs, tobacco, or alcohol products is not acceptable within company facilities or on company property or in company vehicles.

I acknowledge and will abide by the above statements. Initial Here

PLEASE READ CAREFULLY. APPLICANT’S CERTIFICATION AND AGREEMENT

US law requires that, if hired, you must furnish appropriate documentation establishing identity and employment eligibility, generally within 72 hrs of starting work. For example, acceptable documents include: a US Passport, or INS Forms 688 or 688A, a Social Security Card or birth certificate by government authority and a drivers license, school ID with photo or other government issued documentation establishing identity.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this “at will” employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

SIGNATURE OF APPLICANT _____ **DATE** _____