

Eastwood Management Employment Application Form

**PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE**

Eastwood Management is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with this Company depends solely on your qualifications.

PLEASE COMPLETE PAGES 1-6

DATE

Name

Last

First

Middle

Maiden

Present address

Number

Street

City

State

Zip

How long?

Social Security No. _____ - _____ - _____

Telephone (____) _____

Email _____

Are you over 18 years of age? _____

Are you authorized to work in the United States? _____

Position Desired:

Days/hours available to work

No Pref Thur

Salary Desired:

Mon Fri

(Be specific)

Tue Sat

Wed Sun

How many hours can you work weekly?

Can you work nights?

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When are you available to work?

Job functions may include lifting (up to 30-50 lbs), kneeling, gripping, pulling, climbing ladders, and standing or walking for long stretches of time. Are you able to satisfy these requirements with or without accommodations?

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETE D	MAJOR, DEGREE & GRADUATION DATE
High School				
College				
Bus. or Trade School				
Professional School				

HAVE YOU BEEN CONVICTED OF A FELONY IN THE LAST 7 YEARS? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

Have you ever been disciplined, fired or dishonorably discharged in the last 7 years? If so, explain.

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DO YOU HAVE A VALID DRIVER'S LICENSE? Yes No

Do you have reliable transportation to the workplace?

Driver's license
number _____ State of issue _____ Operator Commercial (CDL) Chauffeur
Expiration date _____

Do you understand that a Motor Vehicle Report may be requested by our insurance
company?

A separate consent may be requested, but you acknowledge that you would consent
to an MVR being run on your driving record.

OFFICE SKILLS

Proficient in Typing/Word processing? Yes No ____ WPM(If known) 10-key proficient? Yes No

Computer Experience Yes No If yes, which systems? PC Mac Other: _____

Please list other relevant computer/technology experience: Other
Skills

Please list two references other than relatives.

Name	Name
Position	Position
Company	Company
Address	Address
Telephone () _____	Telephone () _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying. Please include qualifications such as licenses, certifications, skills, training, and awards. Add pages as necessary or attach to the end of the application.

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Work Experience Please list your work experience for the **past five employers** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates
		From To
	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.		

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May we contact your present employer? Yes No

Did you complete this application yourself Yes No

If not, who did?

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by EASTWOOD MANAGEMENT (hereinafter called "the Company"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of EASTWOOD MANAGEMENT, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President /General Manager of the Company. Both the undersigned and EASTWOOD MANAGEMENT may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release the Company from any liability as a result of such contract.

I also understand that (1) the Company has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related physical examinations.

I understand that, in connection with the routine processing of your employment application, the Company may request from a consumer reporting agency an investigative consumer report including information as to my credit records, criminal history, character, general reputation, personal characteristics, and driving record. Upon written request from me, the Company, will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

Signature of applicant _____ **Date:** _____

Thank you for completing this application form and for your interest in our company.