

# EMPLOYMENT APPLICATION

Fill out completely & sign. Do not leave any questions unanswered.

All qualified applicants will receive consideration without regard to race, color, sex, religion, age, national origin, disability or veteran status.

## PERSONAL DATA

Date: \_\_\_\_\_

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
(First) (Last) (Middle)

Phone: ( ) \_\_\_\_\_ Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

How long at current address? \_\_\_\_\_

List states and countries of residence for the past 5 years:

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Are you 18 years or older? \_\_\_\_\_ Do you have a valid Mo. Drivers License? \_\_\_\_\_

Do You have a CDL License? \_\_\_\_\_ Class A \_\_\_\_\_ Class B/with P \_\_\_\_\_ Chauffeurs \_\_\_\_\_

Are you eligible to work in the United States? \_\_\_\_\_ (Proof of eligibility will be required upon employment). Have you been convicted of a felony within the past five years? \_\_\_\_\_ If yes, explain. (A conviction will not automatically disqualify you from employment).

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## DESIRED EMPLOYMENT

Position \_\_\_\_\_ Date You Can start \_\_\_\_\_ Desired Salary(minimum) \_\_\_\_\_

Type:  Full Time  Part Time All positions with Advanced Auto Service may require working day or evening shifts during the week as well as on weekends and holidays. Please indicate any days of the week and times from 7 a.m. to 11 p.m. that you will be unable to work.

I understand that position I am applying for may require lifting, bending and standing or walking for the entire shift as well as physically strenuous activities.

(Please initial here to confirm you are capable of performing these functions with or without reasonable accommodations) \_\_\_\_\_

## EDUCATION

High School: name/location: \_\_\_\_\_ No. of yrs. attended \_\_\_\_\_ Did you graduate? \_\_\_\_\_

College name/location: \_\_\_\_\_ No of yrs. attended \_\_\_\_\_ Did you graduate? \_\_\_\_\_

Other: name/location: \_\_\_\_\_ No. of yrs attended \_\_\_\_\_ Did you graduate? \_\_\_\_\_

Indicate subjects studied and/or degree(s)

## PERSONAL REFERENCES

1. Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Occupation/Position \_\_\_\_\_ Yrs acquainted \_\_\_\_\_

2. Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Occupation/Position \_\_\_\_\_ Yrs acquainted \_\_\_\_\_

## EMPLOYMENT HISTORY

List your last three employers (even if you were only there a short time) beginning with your current or most recent employer first. Do not leave any questions blank.

1. Company Name \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_  
Employed from \_\_\_\_\_ to \_\_\_\_\_ Starting Wage/Salary \_\_\_\_\_ Ending or present Wage/Salary \_\_\_\_\_  
Immediate Supervisor's name \_\_\_\_\_ Your Job Title or Position \_\_\_\_\_  
Describe your duties \_\_\_\_\_  
What did/do you enjoy most about your job \_\_\_\_\_  
What did/do you like least about your job \_\_\_\_\_  
Reason(s) for leaving \_\_\_\_\_  
Are you presently employed with the above named company? \_\_\_\_\_ If yes, may we contact your employer? \_\_\_\_\_
2. Company Name \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_  
Employed from \_\_\_\_\_ to \_\_\_\_\_ Starting Wage/Salary \_\_\_\_\_ Ending or present Wage/Salary \_\_\_\_\_  
Immediate Supervisor's name \_\_\_\_\_ Your Job Title or Position \_\_\_\_\_  
Describe your duties \_\_\_\_\_  
What did/do you enjoy most about your job \_\_\_\_\_  
What did/do you like least about your job \_\_\_\_\_  
Reason(s) for leaving \_\_\_\_\_
3. Company Name \_\_\_\_\_ Phone: (    ) \_\_\_\_\_  
Address: \_\_\_\_\_  
Employed from \_\_\_\_\_ to \_\_\_\_\_ Starting Wage/Salary \_\_\_\_\_ Ending or present Wage/Salary \_\_\_\_\_  
Immediate Supervisor's name \_\_\_\_\_ Your Job Title or Position \_\_\_\_\_  
Describe your duties \_\_\_\_\_  
What did/do you enjoy most about your job \_\_\_\_\_  
What did/do you like least about your job \_\_\_\_\_  
Reason(s) for leaving \_\_\_\_\_

### PLEASE READ THE FOLLOWING AGREEMENT CAREFULLY BEFORE SIGNING:

I certify that the answers given herein are true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application, including contacting past employers and, if agreed to above, my present employer. I have read, understand, and agree to the above statements. (initial here) \_\_\_\_\_

I understand and acknowledge that unless otherwise defined by applicable law or written agreement with Advance Auto Service any employment relationship with either of the above mentioned companies is considered "employment at will" which means the Employee may resign at any time and the Employer may discharge the Employee at any time, with or without cause. It is further understood that this "at will" employment relationship may be changed only by a written agreement executed by the president/CEO of the employer. I have read, understand and agree to the above statement (initial here) \_\_\_\_\_

If I should be employed by Advanced Auto Service, I understand that any false, incomplete or misleading information given on this application or during an interview shall result in immediate discharge. I have read, understand, and agree to the above statement. (initial here) \_\_\_\_\_

I authorize an inquiry into my background by all persons, schools, companies, credit bureaus, law enforcement agencies, and other consumer reporting agencies to supply information concerning my previous employment, education, credit, driving record, etc. Furthermore, I authorize the references listed above to give representatives of Advanced Auto Service any and all information concerning my previous or current employment and any pertinent information they may have, personal or otherwise, and release all parties from any and all liability from any damage that may result. I have read, understand and agree to the above statement (initial here) \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)