



Application for Employment

Main Office:

2500 E. Brannan Way
Denver, CO 80229
303-534-1231

Lipan Office:

5880 Lipan Street
Denver, CO 80221
303-477-1607



APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

We do not discriminate on the basis of race, color, religion, national origin, sex, age, or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Please write N/A if a specific section does not pertain to you. Use blank paper if you do not have enough room on this application. PLEASE PRINT, except for signature on last page of the application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

Job Applied For: _____ Today's Date: _____

Employment seeking: Full-time Part-time Temporary When could you start work? _____

How did you hear about the Company/Position? _____

Last Name	First Name	Middle Name	Telephone Number	
Present Street Address		City	State	Zip Code
Are you 18 years of age or older? Yes <input type="checkbox"/> No <input type="checkbox"/> (If you are hired you may be required to submit proof of age.)				
If hired, can you furnish proof you are eligible to work in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>				

Have you ever applied here before? Yes No If yes, when? _____

Have you been employed here before? Yes No If yes, when? _____

Have you ever been convicted of any law violation (except a minor traffic violation)? Yes No
If yes, give details: _____

(Answering "Yes" does not automatically disqualify you from employment, since the nature of the offense, date, and the job for which you are applying will also be considered.)

Are you now or do you expect to be engaged in any other business or employment? Yes No
If yes, please explain: _____

For jobs that will require driving: Do you have a valid driver's license? Yes No

Driver's License Number _____ Class of License _____

Have you had your driver's license suspended or revoked in the last 3 years? Yes No

If yes, give details: _____

Have you worked or attended school under any other name? Yes No
If yes, give names: _____

Are you presently employed? Yes No
If yes, may we contact your present employer? Yes No

Have you ever been fired from a job or asked to resign? Yes No
If yes, please explain: _____

EMPLOYMENT HISTORY

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references. For the dates of employment, please give the month and year only.

Name of current or last employer	Telephone
Address, include City, State, & Zip Code	Supervisor
Job Title: _____ Describe Job Duties	Dates of Employment: From: To:
Reason for Leaving	Pay Starting: Ending:
Name of employer	Telephone
Address, include City, State, & Zip Code	Supervisor
Job Title: _____ Describe Job Duties	Dates of Employment: From: To:
Reason for Leaving	Pay Starting: Ending:
Name of employer	Telephone
Address, include City, State, & Zip Code	Supervisor
Job Title: _____ Describe Job Duties	Dates of Employment: From: To:
Reason for Leaving	Pay Starting: Ending:
Name of employer	Telephone
Address, include City, State, & Zip Code	Supervisor
Job Title: _____ Describe Job Duties	Dates of Employment: From: To:
Reason for Leaving	Pay Starting: Ending:

EDUCATION LIST NAME AND ADDRESS OF SCHOOL	NUMBER OF YEARS COMPLETED	DIPLOMA, DEGREE, CERTIFICATE	SUBJECTS STUDIED
High School or GED: _____ _____			
College or University: _____ _____			
Vocational or Technical: _____ _____			

ADDITIONAL SKILLS AND TRAINING

What skills or additional training do you have that are related to the job for which you are applying? _____

What machines or equipment can you operate that are related to the job for which you are applying? _____

REFERENCES

Please give three professional references. They should not be your relatives or former employers.

Name	Telephone
Address	Relationship
Name	Telephone
Address	Relationship
Name	Telephone
Address	Relationship

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I certify that all information provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I understand that the employer may request an investigative consumer report from a consumer reporting agency. I understand I have a right to make a written request within a reasonable time for the disclosure of the name and address of the consumer reporting agency so that I may obtain a complete disclosure of the nature and scope of the investigation.

I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer (except as previously noted), past employers and organizations named in this application to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I understand that if I am extended an offer of employment it may be conditioned upon my successfully passing a complete pre-employment physical examination. I consent to the release of any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying.

I understand I may be required to successfully pass a drug screening examination. I hereby consent to a pre and/or post-employment drug screen as a condition of employment, if required.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period of time. If employed, I understand that I have been hired at the will of the employer and my employment may be terminated at any time, with or without cause and with or without notice.

I have read and understand the above statements. By my signature, I consent to these statements.

Signature: _____ Date: _____

This application for employment will remain active for a limited time. Ask the organization representative for details.

APPLICANT AFFIRMATIVE ACTION INFORMATION

It is the policy of this organization to provide equal employment opportunity to all qualified applicants for employment without regard to race, color, religion, national origin, sex, age, veteran status or disability. As an affirmative action employer under E.O. 11246 we invite all applicants to identify themselves as indicated below.

COMPLETION OF THIS FORM IS VOLUNTARY AND IN NO WAY AFFECTS THE DECISION REGARDING YOUR APPLICATION FOR EMPLOYMENT. THIS FORM IS CONFIDENTIAL AND

PLEASE PRINT

Name _____ Date _____
Last First Middle

Position applied for (*list only one*) _____

Where did you hear about this job? _____

Racial origin (You may mark one or more of the following):

- White**—A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- American Indian or Alaska Native**—A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Black or African American**—A person having origins in any of the black racial groups of Africa.
- Asian**—A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Native Hawaiian or Other Pacific Islander**—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Ethnicity:

- Hispanic or Latino**—A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Sex: Male Female

I elect not to identify

Signature _____

WILL BE MAINTAINED SEPARATELY FROM YOUR APPLICATION FORM.

If you are applying for a position which requires driving a vehicle, you must enclose a copy of your current Motor Vehicle Record.