



Referred By \_\_\_\_\_

# EMPLOYMENT APPLICATION

**AN  
EQUAL  
OPPORTUNITY  
EMPLOYER**

Applicants will be considered without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, military or veteran's status in accordance with applicable federal, state and local laws. I understand this application is not a contract, offer or promise of employment. If hired, I will be able to resign at any time for any reason. Likewise, SFS can terminate my employment at any time, with or without reason.

## PERSONAL INFORMATION

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Email address: \_\_\_\_\_

## EMPLOYMENT INFORMATION

Position(s) applying for: \_\_\_\_\_ Shift Preference:  Days  Evenings  No Preference

Availability Date: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Type of Employment:  Full-Time  Seasonal Are you currently employed:  Yes  No

Are you over the age of 18?  Yes  No (*Employment is subject to verification that applicants are of minimum legal age.*)

Are you legally authorized to work in the United States?  Yes  No

***All new hires are required to provide proof of U.S. employment eligibility.***

Have you previously been employed by SFS?  Yes  No If yes, state job title, dates & reason for leaving.

Have you ever been discharged or asked to resign from a position?  Yes  No If yes, please explain why.

Does your present employer know of your plans to change employment?  Yes  No Why are you pursuing other employment?

Have you ever held a position of trust (handling money or confidential information)?  Yes  No  
Have you ever been bonded?  Yes  No

## EDUCATION

School	Name & Location	Major/Field of Interest	Degree (Yes or No)
Grammar or High School			
Trade, Business or Correspondence			
College			
Other			

Describe any other specialized or professional training. Include any courses given through public or private employment. State whether degree or certificate was received.

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Can you submit copies of certificates or degrees if asked?  Yes  No

### EMPLOYMENT HISTORY

#### 1. Current and/or Most Recent Employer:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Job Title and Duties: \_\_\_\_\_

Dates: From: \_\_\_\_\_

To: \_\_\_\_\_

Starting Pay Rate: \_\_\_\_\_

Last Pay Rate: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer?  Yes  No

#### 2. Employer:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Job Title and Duties: \_\_\_\_\_

Dates: From: \_\_\_\_\_

To: \_\_\_\_\_

Starting Pay Rate: \_\_\_\_\_

Last Pay Rate: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer?  Yes  No

#### 3. Employer:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Job Title and Duties: \_\_\_\_\_

Dates: From: \_\_\_\_\_

To: \_\_\_\_\_

Starting Pay Rate: \_\_\_\_\_

Last Pay Rate: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

May we contact this employer?  Yes  No

### MILITARY SERVICE RECORD

Did you serve in the U.S. Armed Forces?  Yes  No If yes, what branch? \_\_\_\_\_

Dates of Duty: From: \_\_\_\_\_ To: \_\_\_\_\_ Rank at Discharge: \_\_\_\_\_

List duties in the Service including any special training: \_\_\_\_\_

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**REFERENCES** Please provide name, phone number and occupation of three (3) references not related to you or previous employers.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**AUTHORIZATION – By my signature below:**

I certify that the information on this application, my resume, or any supporting documents is correct, and I understand that any misrepresentation or omission of any information will result in disqualification from consideration for employment or, if employed, my termination. Southern Fulfillment Services/SFS Transport conducts background checks, including but not limited to employment history, Worker's Compensation, personal references, and driving history, if required. In addition, SFS has a drug and alcohol policy in place and applicants may be asked to provide urine and/or blood samples to determine illegal use of drugs or alcohol.

I understand that employment is conditioned on a background check and random drug testing. I authorize SFS to thoroughly investigate all statements contained in my application and/or resume, and I authorize my former employers and references to disclose information regarding my former employment to SFS without giving me prior notice of such disclosure. Also, I authorize SFS to disclose information about my employment in the event I apply for a job elsewhere. I release SFS, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

**Applicant Signature** \_\_\_\_\_ **Date** \_\_\_\_\_