



EMPLOYMENT APPLICATION

PLEASE PRINT LEGIBLY
FILL IN ALL AREAS COMPLETELY

ROYAL MOORE AUTO CENTER IS AN EQUAL OPPORTUNITY EMPLOYER. FACTS RELATING TO YOUR RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, MARITAL STATUS, MENTAL OR PHYSICAL DISABILITY, VETERAN STATUS OR AGE ARE NOT REQUESTED BY THIS APPLICATION AND ARE NOT CONSIDERED IN DETERMINING YOUR QUALIFICATIONS FOR EMPLOYMENT. NO APPLICATION WILL BE REJECTED AS A RESULT OF DISABILITY THAT, WITH REASONABLE ACCOMMODATION, DOES NOT PREVENT PERFORMANCE OF THE ESSENTIAL JOB DUTIES.

	LAST NAME		FIRST		MIDDLE		TODAY'S DATE		
PERSONAL	REFERRED BY	SOCIAL SECURITY NUMBER		If you are not a U.S. Citizen do you have the legal right to remain in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>			HOME, BUS./MESSAGE PHONE		
	CURRENT ADDRESS - STREET			CITY	STATE	ZIP CODE		HOW LONG YRS. MOS.	
	PREVIOUS ADDRESS - STREET			CITY	STATE	ZIP CODE		HOW LONG YRS. MOS.	
	IN CASE OF EMERGENCY PLEASE CALL	LAST NAME		FIRST	HOME PHONE			BUS. PHONE	
		ADDRESS - STREET			CITY	STATE	ZIP CODE		
TYPE OF SCHOOL (HIGH SCHOOL, JR. COLLEGE, COLLEGE OR PROFESSIONAL)	SCHOOL NAME AND ADDRESS			ACADEMIC SUBJECT	NO. YEARS ATTENDED	CIRCLE HIGHEST YEARS OF EDUCATION COMPLETED			
EDUCATIONAL						1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18			
						DEGREE RECEIVED			
	LIST ALL TRADE OR VOCATIONAL SCHOOLS ATTENDED			DATE COMPLETED		MAJOR SUBJECT			
SCHOLASTIC HONORS RECEIVED									
Are you able to perform the primary duties of the job as outlined in the newspaper advertisement, announcement, posting, job line, job description, etc., with or without reasonable accommodation? <input type="checkbox"/> YES <input type="checkbox"/> NO If no, please explain: _____ _____ _____									

WORK EXPERIENCE

PLEASE INCLUDE ALL EMPLOYMENT. BEGIN WITH MOST RECENT EMPLOYMENT FIRST.
YOU MAY ATTACH ADDITIONAL INFORMATION IF NECESSARY

WORK EXPERIENCE

DATES		NAME AND ADDRESS OF EMPLOYER	SUPERVISOR'S NAME AND TITLE	
FROM MO. YR.	TO MO. YR.			
			TELEPHONE NO.	
POSITION			REASON FOR LEAVING	

DESCRIBE IN DETAIL THE WORK YOU DID

DATES		NAME AND ADDRESS OF EMPLOYER	SUPERVISOR'S NAME AND TITLE	
FROM MO. YR.	TO MO. YR.			
			TELEPHONE NO.	
POSITION			REASON FOR LEAVING	

DESCRIBE IN DETAIL THE WORK YOU DID

DATES		NAME AND ADDRESS OF EMPLOYER	SUPERVISOR'S NAME AND TITLE	
FROM MO. YR.	TO MO. YR.			
			TELEPHONE NO.	
POSITION			REASON FOR LEAVING	

DESCRIBE IN DETAIL THE WORK YOU DID

HAVE YOU EVER WORKED FOR THIS DEALERSHIP BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF YES, WHERE?	
IF PRESENTLY EMPLOYED, MAY WE CONTACT YOUR EMPLOYER <input type="checkbox"/> YES <input type="checkbox"/> NO	HAVE YOU SERVED IN U.S. ARMED FORCES? <input type="checkbox"/> YES <input type="checkbox"/> NO	BRANCH OF SERVICE	DATES OF SERVICE FROM TO

MILITARY WORK EXPERIENCE OR TRAINING RELATED TO POSITION APPLIED FOR:

REFERENCES

NAME 3 PERSONS NOT RELATED TO YOU WHO CAN ATTEST TO YOUR EXPERIENCE AND QUALIFICATIONS		
NAME	PHONE NO.	OCCUPATION

I authorize Royal Moore Auto Center to conduct an investigation of my application. I understand that any false or misleading information furnished by me on this application or in connection with my application for employment may result in grounds for refusal to hire, or, if employed, in termination of my employment.

I understand that this employment application is not a contract of employment and that, if hired, I may voluntarily leave employment and that Royal Moore Auto Center may terminate my employment at any time. Any oral or written statements made to the contrary are not be construed as contracts of employment and are not recognized or authorized by Royal Moore Auto Center.

The Immigration Reform and Control Act requires evidence of identity and employment eligibility. I understand that my employment is contingent upon my presenting appropriate documents showing that I am authorized to work.

Signature _____ Date _____