



Kirkham's is an **EQUAL OPPORTUNITY EMPLOYER**

Qualified applicants receive equal consideration and we do not discriminate on the basis of race, religion, color, sex, age, national origin, or disability.

EMPLOYMENT APPLICATION

PERSONAL IDENTIFICATION

DATE _____

NAME _____
Last First Middle

ADDRESS _____
Street City State Zip

PHONE # _____ E-MAIL ADDRESS _____

Person to notify in case of emergency _____ PHONE # _____

WORK PREFERENCE

All questions in Work Preference section must be answered

1. Position(s) desired: _____ Expected Salary: _____

2. If hired, on what date would you be available to begin? _____

3. Type of work: _____ Part Time _____ Full Time _____ Short Term _____ Long Term

4. Shifts or times you can work: _____ Day _____ Evening _____ Rotating _____ Factory Position
NOTE: FACTORY SHIFTS ARE GENERALLY 7:00 am to 3:30 pm MONDAY THRU FRIDAY

5. Days you are NOT available to work: _____ Mon _____ Tue _____ Wed _____ Thu _____ Fri _____ Sat _____ Sun _____ Holiday

GENERAL DATA

All questions in General Data section must be answered

8. Who referred you to KIRKHAM'S? _____

9. Have you ever worked for KIRKHAM'S before? _____

10. Have you submitted an application here before? _____ If Yes, give dates: _____

11. Do you plan to attend school while working at KIRKHAM'S? _____ Day Student _____ Night Student
Where? _____ Full Time _____ Part Time

12. Do you plan to work elsewhere while working at KIRKHAM'S? _____ Where? _____

13. What hours will be your regular work shift at your other job? _____

14. This other job will be: _____ Full Time _____ Part Time _____ Other, Explain _____

15. If hired, would you have transportation to and from work? _____ Yes _____ No

16. If hired, would you be able to present evidence of your U.S. citizenship or proof of your legal right to work in the United States? _____ Yes _____ No

17. Have you ever been convicted of a felony? _____ If Yes, Please Explain: _____

(Conviction will not necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.)

EMPLOYMENT HISTORY

List Your Current or Most Recent Employer First

1. Employer's Name _____ Phone _____

Address _____

Main Duties _____ Supervisor _____

Date Started _____ Date Ended _____ Starting Pay _____ Ending Pay _____

What did you like most about this job? _____

What did you like least about this job? _____

Why did you leave? _____

If hired, must you give advance notice to your employer? _____ How much? _____

Do you authorize us to contact your present/most recent employer for a reference? ___ Yes ___ No

2. Employer's Name _____ Phone _____

Address _____

Main Duties _____ Supervisor _____

Date Started _____ Date Ended _____ Starting Pay _____ Ending Pay _____

What did you like most about this job? _____

What did you like least about this job? _____

Why did you leave? _____

Do you authorize us to contact this past employer for a reference? ___ Yes ___ No

3. Employer's Name _____ Phone _____

Address _____

Main Duties _____ Supervisor _____

Date Started _____ Date Ended _____ Starting Pay _____ Ending Pay _____

What did you like most about this job? _____

What did you like least about this job? _____

Why did you leave? _____

Do you authorize us to contact this past employer for a reference? ___ Yes ___ No

EDUCATION AND TRAINING

Describe your prior experience in the type of work you are applying for: _____

GRAMMAR/HIGH SCHOOL

Name of last school you attended: _____

Location _____

Circle highest year completed 1 2 3 4 5 6 7 8 9 10 11 12 Did you graduate? _____

COLLEGE, UNIVERSITY, TRADE SCHOOL

Name(s) _____

Location(s) _____

Number of years attended: _____ Date of most recently completed term: _____

Degree or Certificate: _____ Subject(s) Studied: _____

PERSONAL REFERENCES

Other than previous employers or relatives

Name	Address	Phone	Relationship/Affiliation

MISCELLANEOUS

Why do you want to work at Kirkham's Outdoor Products? _____

Special skill or activities: _____

"I certify that all information submitted on this application is true and complete. I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected or, if I am employed by Kirkham's, may result in the termination of my employment at any time. In consideration of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice, at any time, at either my option or the company's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by the company. I understand that no company representative, other than the President, and then only when in writing and signed by the president, has any authority to enter into any agreement for the employment for any specific period of time, or to make any agreement contrary to the foregoing."

Signature _____ Date _____

This Section to be Completed by Supervisor

Interviewed by _____ Date _____

Remarks _____

Neatness _____

Hired _____ Yes _____ No _____ Position _____

Wage _____ Date Reporting to Work _____

Manager _____ Date _____

On a scale from 1-10 (10 being the best) how do you rate your attendance? _____

On a scale from 1-10 (10 being the best) how do you rate your punctuality? _____

Please tell me two positive things about yourself. _____

Please tell me one negative thing about yourself. _____

Future Scheduling Notes: _____