



R.J.Zavoral & Sons, Inc  
 PO Box 435  
 East Grand Forks, MN 56721  
 (218) 773-0586

# APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

Note: If you require more space than provided, please attach separate sheet(s).

## PERSONAL

Name (Last)	(First)	(M.I.)	Home Phone ( )	
Address			Cell Phone ( )	Best Time to Call
City	State	Zip		

Today's Date:
Referred By:
Position Applied For:

## EDUCATION

Name and Location	Areas of Study	Graduate		Degree
High School		Yes	No	
College		Yes	No	
Post High School/Technical Training		Yes	No	

On what date would you be available for work? \_\_\_\_\_

Are you currently on a "lay-off" status and subject to recall?  Yes  No

Applying for:  Full Time  Part Time  Shift Work  Temporary

Days & Times available for work: M T W Th F Sa Su

Are you at least 18 years of age? \_\_\_ Yes \_\_\_ No

## JOB RELATED SKILLS:

Truck Driving Experience	Type:	Years:
Equipment Operating Experience	Type:	Years:
Other: ie, Computers, Software...	Type:	Years:

## DRIVER'S LICENSE INFORMATION:

Do you have a valid drivers license?	Yes No	Class (please circle one) A B C D
Do you have a Medical Examiner's Certificate?	Yes No	If Yes, Date of Expiration:
CDL Yes No	Hazmat Yes No Tanker Yes No	Drivers License Number: State of Issue:

## CERTIFICATIONS:

Are you CPR Certified?	Yes No	Date Certificate Expires:
Are you First Aid Certified?	Yes No	Date Certificate Expires:
Hours of Safety Training :	Date of training:	Hours of OSHA Training: Date of training:

## PHYSICAL HISTORY:

Do you have any physical conditions which may limit your ability to perform the job applied for? Yes No

If yes, please explain: \_\_\_\_\_

What can be done to accommodate your limitation? \_\_\_\_\_

Would you be willing to take a physical examination? \_\_\_\_\_

## PRE-EMPLOYMENT DRUG TESTS CONDUCTED

**REFERENCES:** Include only individuals familiar with your work experience. Do not include relatives.

Name	Position	Company	Address	Phone	Yrs Known

Military Service Experience: \_\_\_\_\_ Duties: \_\_\_\_\_ Discharge Date: \_\_\_\_\_

Are you a: Special Disabled Veteran? Yes  No  Viet-Nam Era Veteran? Yes  No

Are you currently employed? Yes  No  May we contact your present employer? Yes  No

**EMPLOYMENT HISTORY (MOST RECENT EMPLOYER)**

From	To	Employer	Phone	Address
Job Title		Duties		City, State
Supervisor's Name				
Start Pay	Final Pay	Reason For Leaving		

From	To	Employer	Phone	Address
Job Title		Duties		City, State
Supervisor's Name				
Start Pay	Final Pay	Reason For Leaving		

From	To	Employer	Phone	Address
Job Title		Duties		City, State
Supervisor's Name				
Start Pay	Final Pay	Reason For Leaving		

Have you been convicted of a felony within the last 7 years? Yes \_\_\_\_\_ No \_\_\_\_\_

\*Conviction will not necessarily disqualify you from employment.

If Yes, please explain: \_\_\_\_\_

**Applicant's Statement**

I certify that all information given is accurate and true. I understand that if hired, any false information on this form could be cause for termination. I authorize RJ Zavoral & Sons, Inc to obtain and give references as well as to verify my information such as credit history, employment, and education as needed for arriving at an employment decision. I understand that RJ Zavoral & Sons, Inc utilizes "employment-at-will", i.e., the employee or the Employer may terminate the employment relationship at any time for any reason other than an unlawful or discriminatory reason.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR PERSONNEL DEPARTMENT USE ONLY**

Arrange Interview? Yes \_\_\_\_\_ No \_\_\_\_\_ Interviewer \_\_\_\_\_ Date \_\_\_\_\_

Remarks: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Hourly Rate/Salary: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name and Title