

D & H Drug Store

EMPLOYMENT APPLICATION

D & H Drug Store is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, nation origin, marital status, ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability.

DO NOT WRITE IN THIS SPACE – TO BE COMPLETED BY INTERVIEWER

INTERVIEWED BY _____ DATE _____

PREFERRED SHIFTS OR HOURS _____

REMARKS & IMPRESSIONS _____

HIRED _____ SALARY _____ POSITION _____

STARTING DATE _____

EMPLOYMENT HISTORY

List all jobs for the past 10 years, starting with the most recent position. All information **must** be completed. You may attach a resume, but not in place of completing the required information.

Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

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Job Title		Reason for Leaving	
Duties & Responsibilities			

REFERENCES

Give the names of three persons not related to you, whom you have known at least one year.

Name	Address & Phone Number	Years Known

DELIVERY DRIVERS

Complete only if applying as a delivery driver.

Drivers License Number	State	Expires	DOB
Ever Suspended or Revoked?	Do You Operate an Automobile?		
Do you have auto insurance?	Has it ever been cancelled or renewal refused?		
How many convictions for moving violations within the past 3 years?			

GENERAL

Yes No

- May we contact your current employer for references?
- If hired, will you be able to work overtime?
- Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodation?
- Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by court? (A "Yes" response does not automatically disqualify your application.)

CERTIFICATION & AUTHORIZATION

The above information is true and correct. I understand that, in the event of my employment by D & H Drug Store, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery.

I authorize D & H Drug Store to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. I hereby give my consent to any present or former employer to provide employment-related information about me to D & H Drug Store. I will hold them and my present or former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I further authorize D & H Drug Store to obtain any credit and consumer check.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with D & H Drug Store is intended to create an employment contract between myself and D & H Drug Store under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired, my employment will be terminable at will and may be terminated by me, or D & H Drug Store at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

If employed, I will be required to provide original documents which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided will be used for completion of Form I-9.

I hereby acknowledge that I have read and agree to the above statements.

Signature

Date