

Employee Name: _____

Scott's Hardware, Inc.
200 Tuckerton Road
Medford, NJ 08055
Phone (609) 654-4550
Fax (609) 654-2675

APPLICATION FOR EMPLOYMENT
(PLEASE TYPE OR PRINT ALL INFORMATION)

Scott's Hardware, Inc. is an equal opportunity employer and complies with all applicable federal, state and local laws concerning discrimination in employment. No question in this application is intended to elicit information in violation of any such law, nor will any information obtained in response to any questions be used in violation of any such law.

Scott's Hardware, Inc. complies with the law regarding reasonable accommodations for disabled applicants. Applicants who require reasonable accommodations to participate in the interview process should contact (609) 723-3620.

Please read this application carefully and print your responses in ink. You may submit a personal resume to accompany this application; however, it is important to answer all questions and complete all sections of this application. We will retain your completed application in our active files indefinitely.

PERSONAL INFORMATION

Date: _____

Name: _____ Social Security Number: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Referred By: _____

EMPLOYMENT DESIRED

Position: _____ Start Date: _____ Salary Desired: _____

Type of employment desired: _____ Hours available to work: _____

Availability for overtime: _____ Are you capable of performing the essential function of the job, with or without accommodations: _____ If accommodations are required, please explain: _____

re you currently employed: _____ If so, may we contact your employer: _____

Have you ever applied to this company before: _____ If so, where: _____ When: _____

What is the best time to contact you: _____

Have you reached your 18th birthday: _____

Have you signed any agreement with any prior or existing employer which includes any restriction on your ability to compete, contact customers, clients or employees, or to use and/or disclose business, client, or customer information: _____

If you answered yes to the above, please provide Scott’s Hardware, Inc. with a copy of the agreement so that the company can consider whether and to what extent the agreement may preclude and/restrict your employment with us if an offer is extended.

Are you legally eligible for employment in this country: _____

If any of your employment or education records are under a different name, please provide that name:

Do you have a relative or friend who is employed by Scott’s Hardware, Inc.: _____

If “Yes”, please provide the name of the relative/friend: _____

Since reaching the age of 18, have you ever (in the last seven years) been convicted of any crime including felonies and misdemeanors, but excluding summary offenses or speeding tickets, which had not been annulled, expunged, or sealed by a Court:

_____ If “Yes”, please state the date, location, and nature of the convicted offense:

A conviction will not automatically result in your disqualification from employment. Felony and misdemeanor convictions will be considered only to the extent that they relate to the job which you have applied. However, failure to disclose a conviction and/or mischaracterization of a conviction will automatically result in your ineligibility for employment and/or termination of employment (even if the conviction would not have barred your employment had it been properly disclose.)

EDUCATION

	<u>Name and Location of School</u>	<u>Number of Years Completed</u>	<u>Courses Studied</u>
Grammar School			
High School			
College			
Other (Specify)			

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PREVIOUS EMPLOYMENT

<u>Month & Year</u>	<u>Employer Name, Address, Phone & Supervisor</u>	<u>Position</u>	<u>Salary</u>	<u>Reason For Leaving</u>
From To				
From To				
From To				

REFERENCES: (Give names of two persons not related to you whom you have known at least one year.)

1. Name: _____ Years Acquainted: _____
 Address: _____ City: _____ State: _____
 Zip: _____
 Business/Relationship: _____ Phone: _____

2. Name: _____ Years Acquainted: _____
 Address: _____ City: _____ State: _____
 Zip: _____
 Business/Relationship: _____ Phone: _____

EMERGENCY CONTACT

Name: _____ Phone: _____
 Address: _____ City: _____ State: _____
 Zip: _____

I certify that all information I have provided in order to apply for and secure work with Scott's Hardware, Inc. is true, complete, and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) cancel further consideration of this application, or (2) immediately discharge me from Scott's Hardware, Inc. whenever it is discovered.

I expressly authorize, without reservation, Scott's Hardware, Inc., its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities, and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume, job interview, or tests. I hereby waive any and all rights and claims I may have regarding Scott's Hardware, Inc., its agents, employees or representatives, for seeking, gathering and using such information

in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that Scott's Hardware, Inc. does not unlawfully discriminate in employment and that no question on the application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

In consideration for employment with Scott's Hardware, Inc., if employed, I agree to conform to the rules, regulations, policies and procedures of Scott's Hardware, Inc. at all times and understand that such compliance is a condition of employment. I understand that due to the nature of Scott's Hardware, Inc. business, attendance and punctuality are considered essential requirements of every job at Scott's Hardware, Inc. and that poor attendance or tardiness will result in disciplinary action.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and Scott's Hardware, Inc. reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of Scott's Hardware, Inc. is authorized to make any assurances to the contrary to the foregoing express language are valid unless they are in writing and signed by an Executive Officer of Scott's Hardware, Inc..

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that the immigration Reform and Control Act (IRCA) requires me to complete an I-9 Form in this regard.

Print Name: _____

Signature: _____

Date: _____