

APPLICATION FOR EMPLOYMENT

Artistic Finishes is an Equal Opportunity Employer. Artistic Finishes does not discriminate on the basis of race, religion, color, sex, age, national origin, or disability, or on any basis prohibited by local, state, or federal law. Applicants requiring reasonable accommodation in the application and/or interview process should notify a representative of the organization.

PERSONAL

Position Applied For			Date of Application		
Last Name	First	MI	Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Home Address: _____		City: _____	State ____	Zip _____	County _____
Previous Address (less than 3 years): _____		City: _____	State ____	Zip _____	County _____
Contact Information Home Phone: ()		E-mail: Cell Phone: ()		Date Available for Work	

GENERAL

How did you learn about this employment opportunity? _____
If you were referred by an Artistic Finishes employee, who is that employee? _____
Have you ever <input type="checkbox"/> applied for work or <input type="checkbox"/> worked for Artistic Finishes, Inc.? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please explain: _____
Are you related to a current Artistic Finishes employee? If yes, state name and relationship: _____
Do you prefer <input type="checkbox"/> full-time or <input type="checkbox"/> part-time? Hours Preferred _____
Expected hourly rate of pay? _____
If hired, can you furnish proof that you are eligible to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No

EDUCATION

Schools Attended	Name/Location of School	Did you Graduate?	Degree / Diploma Certificate	Major
High School				
College or University				
Graduate School				
Technical, Business or Vocational Training				
Additional job related seminars, short courses, workshops, or other educational experiences:				

[continued on other side]

EMPLOYMENT HISTORY

Include all employment for the past 10 YEARS with start and end dates. If you have a gap of at least 6 months when you did not work, please explain below, including dates.

Present and Former Employers (list the most recent first)	
Company Name	Job Title & Duties:
Address	
City, State, Zip	Dates of Employment From: _____ To: _____
Supervisor's Name and Phone Number	Reason for Leaving Last rate of pay:
Company Name	Job Title & Duties:
Address	
City, State, Zip	Dates of Employment From: _____ To: _____
Supervisor's Name and Phone Number	Reason for Leaving Last rate of pay:
Company Name	Job Title & Duties:
Address	
City, State, Zip	Dates of Employment From: _____ To: _____
Supervisor's Name and Phone Number	Reason for Leaving Last rate of pay:
Special skills and qualifications:	
Additional information to consider in evaluating your qualifications:	
Explain any gaps in employment of at least 6 months here:	

REFERENCES (List three individuals with whom you have worked in the past or have known for at least 1 year. No relatives.)		
Name	Name of Company / Position Held	Telephone Number

PLEASE READ CAREFULLY AND EXAMINE YOUR APPLICATION BEFORE SIGNING TO SEE YOU HAVE GIVEN AN ACCURATE ANSWER TO EACH AND EVERY ITEM.

I certify that the facts set forth in this employment application and/or resume are true and complete to the best of my knowledge. I understand that any falsification, omission, misrepresentation or concealment of information on this application may be sufficient grounds for disqualification from further consideration for hire or immediate discharge and that Artistic Finishes, Inc. shall not be liable in any respect if my employment is so denied or terminated.

I authorize Artistic Finishes to verify the information contained in this application and to investigate my personal or employment history. I also authorize any former school, employer, person, firm, corporation, credit agency or government agency to give Artistic Finishes information they may have about me. In consideration of Artistic Finishes' review of this application, I release Artistic Finishes and all providers of information from any liability as a result of furnishing and receiving this information. Check here to request a copy of your pre-employment consumer report.

I also understand that if offered a position, I will be subject to a pre-employment drug and/or alcohol test. Artistic Finishes and affiliates are a drug and alcohol free employer and continued employment is subject to reasonable suspicion testing.

I further agree that, if employed, I will conform my conduct to Artistic Finishes' rules and understand that, unless otherwise specifically agreed to in writing, my employment can be terminated at any time with or without cause, with or without notice, and at my option or the option of Artistic Finishes. I understand that no personnel recruiter, interviewer or other representative of Artistic Finishes other than Artistic Finishes' President has authority to enter into any agreement for employment for any specified period of time. I also understand that this application and any employment manuals or handbooks that may be distributed to me during the course of my employment shall not be construed as a contract.

Signature of Applicant

Date