

EMPLOYMENT APPLICATION

EQUAL OPPORTUNITY EMPLOYER

Name (Last Name, First): _____ Date: _____

Address: _____ City: _____ Zip: _____

Telephone: _____ EMAIL: _____

Preferred Written Language: () English () Spanish

Position Applying for: _____ Soonest Available: _____

If part-time – list specify hours or days: _____

If hired, do you have any commitments that might prevent you from meeting attendance requirements or do you anticipate any lengthy absence from work? _____

Do you have any commitments to another employer that might affect your employment with us? _____

Are you a citizen of the United States: Yes _____ No _____

If no, are you legally authorized to work in the United States? Yes _____ No _____

Are you below the age of 18? Yes _____ No _____

If hired, can you provide proof that you are legal age? Yes _____ No _____

Do you know of any reason why you cannot perform the essential functions of the job for which you are applying with or without reasonable accommodations? Yes _____ No _____ If yes, please explain: _____

Have you ever been convicted of a criminal offense? Yes _____ No _____ If Yes: Date: _____ Place: _____
Nature? _____

(An affirmative answer will not automatically disqualify you from being considered as a candidate for employment)

Do you know anyone currently working for this Company? Yes _____ No _____ If Yes, Who? _____

Do you have a relative or friend currently working for this Company? Yes _____ No _____ If Yes, Who? _____

Have you ever worked for our Company before? Yes _____ No _____ If YES, Where & When: _____

EDUCATIONAL DATA

SCHOOL	NAME, CITY, STATE FOR EACH SCHOOL	YEARS COMPLETED	DEGREE / MAJOR
HIGH SCHOOL			
COLLEGE			
GRADUATE SCHOOL			
OTHER			

MILITARY SERVICE: Yes _____ No _____ If yes, Branch? _____

Dates of Duty: From: _____ To: _____ Rank at Separation: _____

Briefly describe your duties: _____

What type of training or education did you receive while in the military? _____

BUSINESS REFERENCES (Provide a minimum of three – not relatives to you MINIMUM OF THREE – NOT RELATIVES)

NAME	OCCUPATION / TITLE	PHONE

This Application was received by: _____ Date: _____

(Manager Only)

EMPLOYMENT HISTORY *List present or most recent employer first*

Employer	Employed	Supervisor's Name & Title	
Address	From _____ Mo/Yr To _____ Mo/Yr	Your Job Title	
Telephone ()	Beginning Salary \$	Ending Salary \$	Hour, Week, Month Or Year Per ?

Duties: _____

Reason for leaving : _____

Employer	Employed	Supervisor's Name & Title	
Address	From _____ Mo/Yr To _____ Mo/Yr	Your Job Title	
Telephone ()	Beginning Salary \$	Ending Salary \$	Hour, Week, Month Or Year Per ?

Duties: _____

Reason for leaving : _____

Employer	Employed	Supervisor's Name & Title	
Address	From _____ Mo/Yr To _____ Mo/Yr	Your Job Title	
Telephone ()	Beginning Salary \$	Ending Salary \$	Hour, Week, Month Or Year Per ?

Duties: _____

Reason for leaving : _____

Please read the following statements carefully – If you need assistance, please inform a manager.

I hereby affirm that the information provided on this application (and accompanying resume, if provided) is true and complete to my knowledge. I also agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for termination if discovered at a later date. I also understand that all new employees are placed on a 90 day probationary period from the date hired.

I understand that, if hired, my employment can be terminated with or without notice at any time for any reason at the discretion of either the company or myself. I also understand that my employment is for no definite period and may, regardless of the date or payment of any wages or salary, be terminated at any time without previous notice. Further, I understand that no management official is authorized to make any oral assurance or promise of continued employment, and that any such pledge or agreement must be in writing and signed by the Chief Executive Officer of the Company.

An investigative report may be made whereby information is obtained through personal interviews with third parties, such as family members, business associates, financial sources, friends, neighbors or others with whom you are acquainted. These inquiries may seek information about your character, general reputation, personal characteristics, and mode of living, whichever may be applicable. You have the right to make a written request within a reasonable period of time for complete and accurate disclosure of additional information concerning the nature and scope of the investigation. The Company complies with all regulations of the Consumer Credit Protection Act if such investigations are undertaken by a consumer reporting agency at the Company's request.

I authorize persons, schools, my current employer (if applicable) and previous employers and organizations named in this application (and accompanying resume, if any) to provide any relevant information that may be required at an employment decision.

Applicant's Signature _____

Date _____

Employee Login and Electronic Document Acknowledgment

If hired, you will be assigned a unique login ID and password, which will be sent to you via your personal email address. This is for executing documents needed during your employment with Rovin, Inc. (and its companies). You will need to keep both the login ID and password secure. No other employee, including management, has access to or can change the login ID and password. You understand, acknowledge, and agree that the electronic signing of documents is a convenience for both you and the Company and that your use of the login ID and password to electronically execute any and all documents is as effective as though you had signed the documents in person.

Signature

Date: _____

Printed Name