

EMPLOYMENT APPLICATION



Tener's Western Outfitters is an equal opportunity employer committed to a policy of nondiscrimination with respect to race, color, religion, sex, national origin, and any other class protected by federal, state, or local law, including, but not limited to, medical condition, disability, marital status, age, sexual orientation, or pregnancy.

GENERAL INFORMATION:

COMPANY LOCATION:

Please Print

FULL NAME: _____ DATE: ____ / ____ / ____
 (LAST) (FIRST) (MIDDLE)

ADDRESS: _____
 (STREET) (CITY) (STATE) (ZIP CODE)

PHONE NUMBER: (____) _____ SOCIAL SECURITY NUMBER: _____ - _____ - _____

ARE YOU ELIGIBLE/AUTHORIZED TO WORK IN THE UNITED STATES? YES NO

ARE YOU AGE 18 OR OLDER? YES NO

HAVE YOU EVER BEEN EMPLOYED WITH TENER'S? YES NO WHERE? _____

HOW WERE YOU REFERRED TO TENER'S? _____

DO YOU HAVE RELATIVES OR FRIENDS PRESENTLY EMPLOYED BY TENER'S? YES NO

IF YES, EXPLAIN: _____

DURING THE PAST SEVEN YEARS, HAVE YOU BEEN CONVICTED OF, OR HAVE YOU PLEAD GUILTY OR NO CONTEST TO, A FELONY OFFENSE, OR MISDEMEANOR OTHER THAN A MINOR TRAFFIC VIOLATION? YES NO
 Conviction will not necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying.

IF YES, EXPLAIN: _____

POSITION INFORMATION:

POSITION APPLIED FOR: _____

SALARY EXPECTED: _____ DATE AVAILABLE FOR WORK: _____

WOULD YOU TRAVEL? YES NO WOULD YOU RELOCATE? YES NO

APPLYING FOR: FULL-TIME PART-TIME SEASONAL TEMPORARY EDUCATIONAL CO-OP

PLEASE SPECIFY DAYS AND HOURS AVAILABLE FOR WORK:

MON	TUE	WED	THU	FRI	SAT	SUN

CREDENTIALS AND SPECIAL SKILLS:

DESCRIBE YOUR EXPERIENCE AND/OR TRAINING IN THE FOLLOWING AREAS:

COMPUTER / DATA PROCESSING: _____ YEARS: _____ MONTHS: _____

ACCOUNTING / BOOKKEEPING: _____ YEARS: _____ MONTHS: _____

TYPEWRITER / WORD PROCESSING: _____ YEARS: _____ MONTHS: _____

SALES: _____ YEARS: _____ MONTHS: _____

LIST ANY PROFESSIONAL OR TECHNICAL LICENSE(S): _____

EDUCATION:

HIGH SCHOOL	YEARS COMPLETED	DEGREE	AREA OF STUDY
_____	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	_____	_____
COLLEGE _____	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	_____	_____
OTHER _____	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	_____	_____

REFERENCES:

LIST NAME AND TELEPHONE NUMBER OF THREE PERSONAL REFERENCES NOT RELATED TO YOU:

NAME	ADDRESS	TELEPHONE	YEARS KNOWN

MILITARY SERVICE:HAVE YOU EVER SERVED IN THE ARMED FORCES OF THE UNITED STATES? YES NO

BRANCH OF SERVICE: _____ RANK AT DISCHARGE: _____

FORMER EMPLOYERS:

LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH THE LAST ONE FIRST:

DATE MONTH & YEAR	EMPLOYER: NAME, ADDRESS, PHONE NUMBER	SALARY	POSITION	SUPERVISOR	REASON FOR LEAVING
FROM: TO:				
FROM: TO:				
FROM: TO:				
FROM: TO:				

PLEASE READ THE FOLLOWING AUTHORIZATION CAREFULLY BEFORE SIGNING:

I certify that the answers given by me to the foregoing questions and the statements made by me are full and true to the best of my knowledge and belief. I understand that any false information, omissions, or misrepresentation of facts called for in this application or any supplements thereto, may result in rejection of my application or discharge at any time during my employment. I voluntarily authorize my former employers, schools, and persons named herein to give information regarding me, whether or not such information is a part of their records. I hereby release said organizations or persons from liability or damages whatsoever for issuing this information. It is understood that the use of this form does not indicate that there are any position openings and does not in any way obligate the company. I understand and agree that, if hired, the employment relationship between myself and Tener's Western Outfitters shall be terminable at the will and option of either party and that no promises, guarantees, obligations, or contacts of employment, either expressed or implied, have been offered me in connection with or are created by this application for employment or by any subsequent employment.

APPLICANT SIGNATURE: _____ DATE: ____ / ____ / ____