

# Application for Employment



**Instructions:** It is the policy of Lake City International to provide equal opportunity in regard to all terms and conditions of employment. Lake City complies with all federal and state laws that prohibit discrimination on the basis of age, race, color, religion, national origin, creed, disability, veteran status, or any protected characteristic

Name \_\_\_\_\_

Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Position applied for \_\_\_\_\_

Shift preferred 1  2  3  Any

Expected pay \_\_\_\_\_

Would you accept full-time work? Yes  No

Would you accept part-time work? Yes  No

What date would you be able to start? \_\_\_\_\_

Have been employed by Lake City International before? No  Yes  When \_\_\_\_\_

Special Training or skills:

Languages, certifications, machine operations, etc. that would assist you in the job for which you are applying.

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Are you legally eligible for employment in the United States? Yes  No   
If yes, proof is required.

# Employment Experience

Place an  by the employer(s) you DO NOT want us to contact. List your most recent employer first.

Employer \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
Dates Employed: from (mm/yy) \_\_\_\_\_ to (mm/yy) \_\_\_\_\_ Hourly rate/salary: starting \_\_\_\_\_ final \_\_\_\_\_  
Work Performed \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Employer \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
Dates Employed: from (mm/yy) \_\_\_\_\_ to (mm/yy) \_\_\_\_\_ Hourly rate/salary: starting \_\_\_\_\_ final \_\_\_\_\_  
Work Performed \_\_\_\_\_  
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Employer \_\_\_\_\_  
Address \_\_\_\_\_  
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Work Performed \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

Employer \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone ( \_\_\_\_\_ ) \_\_\_\_\_  
Job Title \_\_\_\_\_ Supervisor \_\_\_\_\_  
Dates Employed: from (mm/yy) \_\_\_\_\_ to (mm/yy) \_\_\_\_\_ Hourly rate/salary: starting \_\_\_\_\_ final \_\_\_\_\_  
Work Performed \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

# Educational Background

## Grammar School:

Name of school \_\_\_\_\_ Location \_\_\_\_\_  
Course of Study \_\_\_\_\_ Did you graduate? Yes  No  Degree or Diploma \_\_\_\_\_

## High School:

Name of school \_\_\_\_\_ Location \_\_\_\_\_  
Course of Study \_\_\_\_\_ Did you graduate? Yes  No  Degree or Diploma \_\_\_\_\_

## College:

Name of school \_\_\_\_\_ Location \_\_\_\_\_  
Course of Study \_\_\_\_\_ Did you graduate? Yes  No  Degree or Diploma \_\_\_\_\_

## Graduate School:

Name of school \_\_\_\_\_ Location \_\_\_\_\_  
Course of Study \_\_\_\_\_ Did you graduate? Yes  No  Degree or Diploma \_\_\_\_\_

## Vocational Training - Other:

Name of school \_\_\_\_\_ Location \_\_\_\_\_  
Course of Study \_\_\_\_\_ Did you graduate? Yes  No  Degree or Diploma \_\_\_\_\_

## Continuing Education

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I VERIFY THAT ALL OF THE INFORMATION I HAVE SUBMITTED WITHIN THIS APPLICATION IS TRUE AND COMPLETE. I UNDERSTAND THAT IF ANY FALSE OR MISLEADING INFORMATION IS FOUND, MY APPLICATION MAY BE REJECTED, AND IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO LAKE CITY'S RULES AND REGULATIONS, AND I UNDERSTAND THAT THESE RULES AND OR THE EMPLOYEE HANDBOOK DO NOT FORM A CONTRACT OF EMPLOYMENT EITHER EXPRESSED OR IMPLIED. I AGREE THAT MY AT WILL EMPLOYMENT AND COMPENSATION CAN BE TERMINATED WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR LAKE CITY INTERNATIONAL'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE, AT ANY TIME BY LAKE CITY INTERNATIONAL. I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN THE OWNER EDWARD PACE, HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

# Reference Check

**APPLICANT: DO NOT FILL OUT THIS PAGE. FOR OFFICE USE ONLY.**

## Results of Reference Check

Employer 1

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Employer 2

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Employer 3

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Employer 4

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