



DATE _____

APPLICATION FOR EMPLOYMENT
Please Print

Name _____ Social Security Number _____
Last First Middle

Address _____
Street City State Zip

Phone Number _____ Alternate Number _____

EDUCATION

High School _____ College _____ Trade/Business _____ Others _____
 Major _____ Major _____ Major _____ Major _____
 Graduate? _____ Graduate? _____ Graduate? _____ Graduate? _____

Other education or courses of study: _____

Special skills/interests which would be important in considering you for employment: _____

Referred by: _____ Classified Ad _____ Relative _____ Summit Employee _____
Name
 _____ Other, explain _____

EMPLOYMENT HISTORY - List most recent first

Dates from/to	Employer Name & Address	Pay Rate	Duties Performed	Supervisor & Company Phone Number	Reason for Leaving

If more than 5 jobs, attach an additional sheet of paper.

Applications are accepted only for current openings. Please be specific as to which position you are qualified for.

Position desired _____ Available to start work on _____

Salary desired _____ Available to work _____ first _____ second _____ third _____ any shift

On layoff? _____ If yes, subject to recall? _____ If yes, when? _____

Are there any days or hours you would be unable or unwilling to work? Yes _____ No _____

If yes, please specify: _____

Have you ever been disciplined or discharged for misconduct or unsatisfactory service? Yes _____ No _____

If yes, provide details: _____

Have you ever been disciplined or discharged for absenteeism or tardiness? Yes _____ No _____

If yes, provide details: _____

Have you ever been involuntarily discharged? Yes _____ No _____

If yes, provide details: _____

Have you been convicted of a felony or misdemeanor? Yes _____ No _____

If yes, provide details: _____

Please provide name, title, company and phone number of at least two work related references:

Name	Title	Company	Phone Number
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Are you a citizen of the U.S. or do you have the legal right to be employed in the U.S.? Yes _____ No _____

Have you ever worked here before? _____ If yes, when? _____

Have you ever applied here before? _____ If yes, when? _____

Skills assessment — Please check the skills where you have on-the-job experience:

Office	Spreadsheet—specify:	Warehouse/Shop
<input type="checkbox"/> 10 Key	_____	<input type="checkbox"/> Order Picker
<input type="checkbox"/> Data Entry	_____	<input type="checkbox"/> Order Packer
<input type="checkbox"/> Filing	Programming Languages:	<input type="checkbox"/> Shipping
<input type="checkbox"/> A/P	_____	<input type="checkbox"/> Receiving
<input type="checkbox"/> A/R	_____	<input type="checkbox"/> Towmotor
<input type="checkbox"/> Posting	<input type="checkbox"/> Telemarketing	<input type="checkbox"/> High Lift
<input type="checkbox"/> Bookkeeping	<input type="checkbox"/> Market Research	<input type="checkbox"/> Low Lift
<input type="checkbox"/> Computer	<input type="checkbox"/> Mailing List Maintenance	<input type="checkbox"/> Other Warehouse
Specify Hardware:	<input type="checkbox"/> Customer Service	Specify:
_____	<input type="checkbox"/> Copy Writing	_____
_____	<input type="checkbox"/> Layout	_____
Specify Software:	<input type="checkbox"/> Graphic Design	<input type="checkbox"/> Supervision
_____	<input type="checkbox"/> Keylining	# of employees _____
_____	<input type="checkbox"/> Photography	<input type="checkbox"/> Mechanic, auto
<input type="checkbox"/> Personal Computer	<input type="checkbox"/> Public Relations	Specialty: _____
Specify Make:	<input type="checkbox"/> Retail Sales	_____
_____	<input type="checkbox"/> Cashier	<input type="checkbox"/> Machinist—specify:
_____		_____

PLEASE READ CAREFULLY

I hereby certify that all the statements and answers set forth on this application form are complete and true, and I understand that if, subsequent to employment, any such statements and/or answers are found false or that information has been omitted, such false statements or omissions will result in termination of employment. I understand that Summit Racing Equipment is an equal opportunity employer and my application will be considered based upon my qualifications only. I understand and agree that at all times my employment is at the will of the company and that I do not have a contract or guarantee of employment, and that regardless of how long I may be employed by the company, I may be disciplined, laid-off, or dismissed at any time with or without cause, and with or without notice.

Signature

Date