



# APPLICATION FOR EMPLOYMENT AN EQUAL OPPORTUNITY EMPLOYER

PLEASE PRINT ANSWERS TO THE FOLLOWING QUESTIONS. TO BE CONSIDERED FOR EMPLOYMENT, ALL ITEMS MUST BE COMPLETED.

Position Desired _____	Date _____	
	Month Day Year	
Date available to start work _____		
Name: _____		
Last	First	Middle
Present Address: _____		
Street and Number		
_____	_____	_____
City	State	Zip Code
Telephone No.: ( ) _____		
Social Security Number: _____ Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever worked here before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, give dates and position: _____		
_____		
Do you have any friends or relatives, other than spouse, working here? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, name: _____ Relationship: _____		

How would you get to and from work? \_\_\_\_\_

Do you have a valid driver's license?  Yes  No

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License No. \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

**CRIMINAL CONVICTIONS AND TRAFFIC VIOLATIONS**

Minnesota law prohibits us from asking you about criminal convictions and traffic violations on this employment application.

We will ask about them if you are selected for an interview or if we make you a conditional offer of employment.

Your criminal convictions or traffic violations may cause us not to offer you employment. Surrounding circumstances will be considered including age, date of conviction, seriousness and the nature of the crime.

**EDUCATION RECORD**

Type of School	Name and Address	No. of Years Completed	Graduated	Course of Study or Major
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No	
College			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Vocational or Trade			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other Education or Training				

## RECORD OF PREVIOUS EMPLOYMENT

Please list the names of all of your previous employers in chronological order with present or last employer listed first. Do not omit any past employer. Be sure to account for all periods of time including military service, and any period of unemployment. If more space is needed, you must attach an additional page to this application so that you can include all past employment, military service, etc.

<u>Name of Last Employer</u>	<u>Employed From (mo./yr.)</u>	<u>Pay Start</u> \$	<u>Your Position(s)</u>	<u>Reason for Leaving</u>
<u>Address</u>	<u>To (mo./yr.)</u>	<u>Final</u> \$	<u>Name of Last Supervisor</u>	
<u>City, State, Zip Code</u>				
<u>Telephone</u>				

<u>Name of Last Employer</u>	<u>Employed From (mo./yr.)</u>	<u>Pay Start</u> \$	<u>Your Position(s)</u>	<u>Reason for Leaving</u>
<u>Address</u>	<u>To (mo./yr.)</u>	<u>Final</u> \$	<u>Name of Last Supervisor</u>	
<u>City, State, Zip Code</u>				
<u>Telephone</u>				

<u>Name of Last Employer</u>	<u>Employed From (mo./yr.)</u>	<u>Pay Start</u> \$	<u>Your Position(s)</u>	<u>Reason for Leaving</u>
<u>Address</u>	<u>To (mo./yr.)</u>	<u>Final</u> \$	<u>Name of Last Supervisor</u>	
<u>City, State, Zip Code</u>				
<u>Telephone</u>				

Have you ever been discharged, laid off, or asked to resign from any job?  Yes  No

If yes, please explain circumstances: \_\_\_\_\_

Please explain fully any periods in your employment history where you were not employed: \_\_\_\_\_

May we contact your current employer?  Yes  No If no, please explain: \_\_\_\_\_

I certify that the information provided on this application is true and complete. I agree that if there is any misrepresentation or omission concerning the information on this application, any offer of employment to me may be withdrawn, and if I have already been hired, my employment may be terminated.

I understand that any offer of employment by this company is contingent upon (1) my providing sufficient documentation necessary to establish my identity and eligibility to work in the United States, (2) successful completion of my pre-placement physical exam and/or drug/alcohol test that may be required by the company, and (3) proof of a valid driver's license and satisfactory driving record. I understand that my employment may be terminated at any time if the company determines or is notified by its insurer that I do not have a valid driver's license or a satisfactory driving record.

No promises concerning the nature of length of my employment have been made to me. If I am hired, I understand that I have the right to terminate my employment at any time, and for any reason. Unless I am covered by a collective bargaining agreement containing a contrary provision, I also understand that the company has the same right to terminate my employment at any time and for any reason. I understand that no one employed by the company has the authority to modify these conditions, except in a written document signed by the president of the company.

I authorize this company and its representatives to make an investigation of my past employment and educational background. I authorize any past or present employer, and educational institution, to release information concerning my employment and educational background to this company. I hereby release all persons, past and present employers, and educational institutions from any liability to me if they supply information to this company as part of its investigation.

My signature reflects that I have read, understood and have agreed to these terms and conditions. I understand that this application will be considered active for only thirty (30) days, and that if I wish to be considered for employment after that time, I must submit a new application.

Date: \_\_\_\_\_

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

**Return application to Monique Hoglund Bergan**  
**Email: [monique@hoglundbody.com](mailto:monique@hoglundbody.com)**  
**Fax: (763) 295-3300**