

APPLICATION FOR EMPLOYMENT

King Memory is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status. This application for employment is good for 30 days only. Consideration for employment after 30 days requires a new application.

PERSONAL:

Name _____ Date _____
Last First Middle

Address _____
Number & Street City State Zip Code

Position Sought _____ Full Time _____ Part Time

Date Available _____ Salary Desired _____ Permanent Number _____ Cell Number _____

Are you over 18 years old? Yes No

Are you legally eligible for employment in the United States? Yes No
(If offered employment, you will be required to provide documentation to verify eligibility.)

Can you perform the essential functions of the position for which you are applying? YES [] NO [] If no, please explain. (If you have any question as to what functions are applicable to the position for which you are applying, please ask the interviewer before you answer this question)

EDUCATION: Please indicate education or training which you believe qualifies you for the position you are seeking.

High School: No. of Yrs Completed (circle one) 1 2 3 4

Diploma: Yes No **G.E.D.:** Yes No

School(s) _____ City/State _____

College and/or Vocational School:

Number of Years Completed (circle one) 1 2 3 4

School(s) _____ City/State _____

Major _____ Degrees Earned _____

Other Training or Degrees:

School(s) _____ City/State _____

Course _____ Degree or Certificate Earned _____

PROFESSIONAL LICENSE OR MEMBERSHIP:

Type of License(s) Held _____

License Number _____

License Expiration Date _____

Other Professional Memberships _____

(You need not disclose membership in professional organizations that may reveal information regarding race, color, creed, sex, religion, national origin, ancestry, age, disability, marital status, veteran status or any other protected status.)

SKILLS :

Office: Data Entry/ _____ Typewriter _____ wpm. Word Processing: MSWord _____ Other _____

Other Software Skills _____

Have you ever been employed by **King Memory**? Yes No

If so, please state dates of employment: _____

EMPLOYMENT: List last employer first, including U.S. Military Service.

May we contact your present employer? Yes No

If any employment was under a different name, indicate name _____

Employer _____ Address _____

Telephone _____ Position _____

Dates of Employment: From _____ Mo/Yr To _____ Mo/Yr

Salary _____ Supervisor _____ Department _____

Duties _____ FT ___ PT ___ No. of Hrs. _____

Employer _____ Address _____

Telephone _____ Position _____

Dates of Employment: From _____ Mo/Yr To _____ Mo/Yr

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Employer _____ Address _____

Telephone _____ Position _____

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Duties _____ FT ___ PT ___ No. of Hrs. _____

Employer _____ Address _____

Telephone _____ Position _____

Dates of Employment: From ____ Mo/Yr To ____ Mo/Yr

Salary _____ Supervisor _____ Department _____

Duties _____ FT __ PT __ No. of Hrs. _____

If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.

Account for any full month since leaving school (high school or college) that you were not working:

Have you ever been discharged or asked to resign from a job? __Yes __No

If yes, explain:

Are you available to work: DAYS [] NIGHTS [] WEEKENDS [] FULL TIME [] If you cannot work full time, please explain:

Days and Hours Available: (If employed, I will notify my supervisor in writing, should my availability change.)

Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From:							
To:							

PROFESSIONAL REFERENCES:

Name _____

Name _____

Address _____

Address _____

Phone (____) _____

Phone (____) _____

Name _____

Name _____

Address _____

Address _____

Phone (____) _____

Phone (____) _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize **King Memory** (Company) to verify their accuracy and to obtain reference information on my work performance, as well as background information, including social media, credit, and other publicly and legally available information. I hereby release the Company from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I authorize the Company, and anyone it deems appropriate to act on its behalf, to investigate my background, qualifications and/or any other information on me as it deems appropriate. I also release all parties, including the Company and anyone supplying information on me, from all liability for any damage that may result from collecting, releasing or furnishing any such information.

I further agree that any party providing information to the Company will be treated as a third-party beneficiary to this Agreement and are protected from any form of retribution from me or my representatives, legal or otherwise.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Company. However, I further understand that neither the policies, rules, regulations of employment, nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

I also agree that I will indemnify the Company and/or any other parties for any attorneys' fees, administrative costs and any other costs by any party that it incurs should I breach this Agreement and pursue any action against them based upon the information they provided or collected as a part of my background check.

I agree that all lawsuits, actions, and other proceedings arising from any background investigation conducted on me will be brought in the appropriate court in Franklin County, Ohio. This Agreement shall be governed by and construed under the laws of the United States and the State of Ohio.

I understand that I have had the opportunity to secure legal counsel before signing this Agreement.

I agree that I am therefore voluntarily and knowingly entering into this Agreement.

Signature of Applicant: _____ Date: _____

Please email completed application to:

Jobs@KingMemory.com