

Appendix A

APPLICATION FOR EMPLOYMENT

**R. E. Whitley, Inc.
148 Buncomb Road
Colerain, NC 27924**

APPLICANT INFORMATION

Today's Date:		Social Security Number:	
Driver's License Number:		Driver's License Expiration Date:	
Last Name:		First:	Middle:
Permanent Address:			Apt.:
City:	State:	Zip:	<input type="checkbox"/> Own <input type="checkbox"/> Rent
Day-Time Phone:		Extension:	Eve. Phone:
Position applying for:			
Summarize special skills/qualifications:			
Are you EPA certified? <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, what level?			
Do you have any trade licenses (explain):			

GENERAL INFORMATION

Date you can start:		Hours available:	
Salary/wage desired:		Referred by:	
Do you have reliable transportation: <input type="checkbox"/> Yes <input type="checkbox"/> No		Vehicle license plate number:	
In case of an emergency, contact:		Relation:	Phone:
Ever had your driver's license revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No		Ever had a trade license revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever been convicted of a crime other than a traffic violation? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, explain:			
Do you have any college or specialized education? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:			

WORK EXPERIENCE		
Company Name:	Phone:	Position:
Address:		Wage:
Date Started:	Date Ended:	Supervisor's Name:
Company Name:	Phone:	Position:
Address:		Wage:
Date Started:	Date Ended:	Supervisor's Name:
Company Name:	Phone:	Position:
Address:		Wage:
Date Started:	Date Ended:	Supervisor's Name:

PERSONAL REFERENCES		
Name:	Relation:	Phone:
Name:	Relation:	Phone:
Name:	Relation:	Phone:
Name closest relative not living with you:		

I hereby certify that I have completed this application in a full and truthful manner. I understand that should I be hired for employment by this company, it will be done so only on a ninety (90) day probationary period. This company is an equal opportunity employer.

Signature: _____ Today's date: _____

INTERVIEW NOTES - FOR INTERNAL USE ONLY		
Interviewed By:	Interview Date:	Suitability:
<input type="checkbox"/> Verified References <input type="checkbox"/> Verified Phone/Address <input type="checkbox"/> Verified Driving Record <input type="checkbox"/> Hired, Start Date:		