



Application For Employment

Client Information

Company Name: _____

Employee's Job Title: _____ Department Code: _____

When did the employee begin working for you? ____ / ____ / ____ Employee's Job Status: Full Time Part Time

Primary Pay Type: Per Hour Annual Salary Commission Other Primary Pay Rate or Salary: \$ _____

Authorizing Signature: _____ Date: _____

AES Use Only

First Day As AES Employee: ____ / ____ / ____ Workers' Compensation Code: _____

Employee Information

Name: _____ Social Security Number: ____ / ____ / ____

Street Address: _____

City / State / Zip Code: _____ County: _____

Home Phone: _____ Other Phone: _____

Emergency Contact: _____ Phone: _____

Please provide the following information if the position you are applying for requires you to drive on company time:

Drivers License Number: _____ State & Expiration Date: _____

Previous Address: _____

Are you at least 18 years of age? Yes No *(If no, please provide a work permit)*

Have you ever been convicted of any crime? Yes No *(a conviction does not automatically bar employment)*

If yes, state the date, place and nature of conviction: _____

What position are you applying for? _____

Are any of your relatives/friends presently employed with the company or its divisions? Yes No If yes, name of relative/friend: _____

Have you ever worked for the company or its divisions before? Yes No If yes, where? _____ Approximate date: Mo/Yr: _____

Have you ever applied for the company or its divisions before? Yes No If yes, where? _____ Approximate date: Mo/Yr: _____

Did a relative/friend refer you? Yes No If yes, name of relative/friend: _____

Education

High School: _____ Grade of Completion: _____

City / State / Country: _____

College or Trade School Attended: _____ Degree Diploma

City/ State / Country: _____



Application For Employment

Start with present employer and list ALL previous employment (use separate sheet if necessary). Please indicate, if any, which employer(s) you do not wish us to contact:

Current / Most Recent Employer

Company Name: _____ Employed *From:* ____/____/____ *To:* ____/____/____
Street Address: _____ Position Held: _____
City / State / Zip Code: _____ Phone Number: _____
Starting Wage \$ _____ Ending Wage \$ _____
Supervisor Name & Title: _____
Reason for leaving: Resigned Discharged Laid Off Other (explain on separate sheet of paper)

Previous Employer

Company Name: _____ Employed *From:* ____/____/____ *To:* ____/____/____
Street Address: _____ Position Held: _____
City / State / Zip Code: _____ Phone Number: _____
Starting Wage \$ _____ Ending Wage \$ _____
Supervisor Name & Title: _____
Reason for leaving: Resigned Discharged Laid Off Other (explain on separate sheet of paper)

Previous Employer

Company Name: _____ Employed *From:* ____/____/____ *To:* ____/____/____
Street Address: _____ Position Held: _____
City / State / Zip Code: _____ Phone Number: _____
Starting Wage \$ _____ Ending Wage \$ _____
Supervisor Name & Title: _____
Reason for leaving: Resigned Discharged Laid Off Other (explain on separate sheet of paper)

Previous Employer

Company Name: _____ Employed *From:* ____/____/____ *To:* ____/____/____
Street Address: _____ Position Held: _____
City / State / Zip Code: _____ Phone Number: _____
Starting Wage \$ _____ Ending Wage \$ _____
Supervisor Name & Title: _____
Reason for leaving: Resigned Discharged Laid Off Other (explain on separate sheet of paper)

Previous Employer

Company Name: _____ Employed *From:* ____/____/____ *To:* ____/____/____
Street Address: _____ Position Held: _____
City / State / Zip Code: _____ Phone Number: _____
Starting Wage \$ _____ Ending Wage \$ _____
Supervisor Name & Title: _____
Reason for leaving: Resigned Discharged Laid Off Other (explain on separate sheet of paper)

Employment
History



Application For Employment

Special Skills
or Training

List any special skills, certificates or training you have received that would benefit the position you are applying for:

Employee
Acknowledgement

Please sign this application after reading the following statements carefully.

- A) The information I have supplied in this application, and statement of accuracy written, is true and accurate. I understand that any misstated, misleading, incomplete, or false information is grounds for rejection of this application, refusal to hire, a withdrawal of an offer of employment, or immediate discharge without recourse, whenever and however discovered.
- B) I hereby authorize AES, its agent or assigns, to contact my previous employers to request references. Further, I agree to hold AES and any such previous employer harmless for disclosure and authorize them to release any and all information pertaining to me and my employment.
- C) I understand that the use of this form does not indicate that there are any positions open and does not in any way obligate this company. Further, I understand and agree that if I am hired by this company, unless specifically set forth in writing to the contrary and signed by the President, my employment will be for no definite period, and may, regardless of the date or payment of my wages or salary, be terminated at any time for any reason at the will of the company without any previous notice.
- D) I acknowledge, and where applicable consent to, the following:

AES may conduct a criminal background, driver license, education, employment history, and professional license verifications, credit investigation, and check my references. AES reserves the right to amend, change, and/or modify the policies and protocols set forth in its handbook.

Applicant's Printed Name

Date

Applicant's Signature