



Office (817) 483-9658

Fax (817) 483-9758

Mike Conkle's Custom Cabinets

318 West Mansfield Hwy  
Kennedale, Tx 76060

## Application for Employment

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, sexual orientation, or any other legally protected status.

(Please Print)

Position Applied For		Date of Application	
Last Name	First Name	Social Security Number	
Address: Number		Street	Telephone
			( )
City	State	Zip Code	Date Available to Start

If you are under 18 years of age, can you provide required proof of your eligibility to work?  Yes  No

Have you ever filed an application with us before?  Yes  No  
If Yes, give date \_\_\_\_\_

Have you ever been employed with us before?  Yes  No  
If Yes, give date \_\_\_\_\_

Are you currently employed?  Yes  No

May we contact your present employer?  Yes  No

Are you prevented from lawfully becoming employed in this country because of Visa and Immigration Status?  Yes  No

*Proof of citizenship or immigration will be required upon employment.*

Are you available to work:  Full Time  Part Time  Shift Work  Weekends

Are you currently on "lay-off" status & subject to recall?  Yes  No

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

Can you travel if a job requires it?  Yes  No

Have you been convicted of a felony in the last 7 years?  Yes  No

*Conviction will not necessarily disqualify an applicant from employment.*

If Yes, please explain:

*We are an equal opportunity employer*

## EDUCATION

	Name & Address of School	Course of Study	Years Completed	Diploma Degree
<b>Elementary School</b>				
<b>High School</b>				
<b>Undergraduate College</b>				
<b>Graduate, Professional or Other (Specify)</b>				

Describe any specialized training, apprenticeship, and skills. Include experience with special materials (solid surface, veneers, laminates, etc.), operating machines (saws, edge banders, etc.) and drafting or drawing experience.

List professional, trade, business or civic activities and offices held.  
*You may exclude memberships which reveal gender, race, religion, national origin, age, ancestry, disability or other protected status:*

## EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

<b>Employer</b>	<b>Dates Employed</b>	<b>Worked Performed</b>
Name of Employer	From:                      To:	Description of Duties
Telephone Number(s)	<b>Hourly Rate/Salary</b>	
Address	Starting:                      Final:	
Reason for Leaving:	Job Title:	
<b>Employer</b>	<b>Dates Employed</b>	<b>Worked Performed</b>
Name of Employer	From:                      To:	Description of Duties
Telephone Number(s)	<b>Hourly Rate/Salary</b>	
Address	Starting:                      Final:	
Reason for Leaving:	Job Title:	
<b>Employer</b>	<b>Dates Employed</b>	<b>Worked Performed</b>
Name of Employer	From:                      To:	Description of Duties
Telephone Number(s)	<b>Hourly Rate/Salary</b>	
Address	Starting:                      Final:	
Reason for Leaving:	Job Title:	
<b>Employer</b>	<b>Dates Employed</b>	<b>Worked Performed</b>
Name of Employer	From:                      To:	Description of Duties
Telephone Number(s)	<b>Hourly Rate/Salary</b>	
Address	Starting:                      Final:	
Reason for Leaving:	Job Title:	

## CERTIFICATION AND ACKNOWLEDGMENT

(Please read carefully)

I certify that the information provided herein is true and correct to the best of my knowledge. I understand that if employed, falsified statements on this Application for Employment form will be considered grounds for termination. I understand that Mike Conkle's Custom Cabinets, Inc. is committed to hiring candidates who are well-suited for the job, and who will be valued coworkers. To this end, Mike Conkle's Custom Cabinets, Inc. routinely conducts background checks before hiring. There may be times when Mike Conkle's Custom Cabinets, Inc. will need to update background information, or investigate alleged misconduct. Background checks and investigations may be conducted after I have been hired. By signing this document, I authorize the company, and anyone outside the company who the company hires for this purpose, to obtain information from any person, firm, corporation, or other entity concerning me, including but not limited to: my employment, skills, and work habits, ability to perform the essential functions of the job for which I am applying, academic records, criminal records, credit and financial records, driving records, my character and my legal history. I authorize the company to disclose information about me, including my social security number, to those who the company may hire to conduct background checks and investigations, and to persons who may provide information about me. I authorize the company and anyone hired by the company for that purpose to investigate any alleged misconduct, violation of law or violation of company policy. I also agree that, should I attempt to withdraw this authorization during the period of my employment, this will justify the company in terminating my employment. I acknowledge that the background checking and investigation processes may include interviews and written inquiries directed to persons who may have information about me, obtaining credit and financial information and records, obtaining educational transcripts and other records, obtaining law enforcement records and obtaining records from other governmental agencies or employers.

I further authorize my former employers to disclose to Mike Conkle's Custom Cabinets, Inc. any and all information they may have concerning my previous employment. In addition, I hereby release Mike Conkle's Custom Cabinets, Inc. my former employers and all other persons from any and all claims, demands or liabilities arising out of, or in any way related to, such disclosure. I acknowledge that, prior to or during my employment, Mike Conkle's Custom Cabinets, Inc. may require any legal testing and/or examination, including but not limited to, medical, physical, drug and/or alcohol, psychological, and skill and aptitude. I understand that Mike Conkle's Custom Cabinets, Inc. requires a pre-employment drug screen and employment is contingent upon a negative result. I hereby consent to a drug screen if an employment offer is extended.

I also acknowledge that, if employed, both Mike Conkle's Custom Cabinets, Inc. and I have the right to terminate the employment relationship at any time, with or without cause or advance notice. This employment at will relationship will remain in effect throughout my employment with Mike Conkle's Custom Cabinets, Inc. and may not be modified by any oral or implied agreement. If hired, I agree to conform to the rules, regulations and policies of Mike Conkle's Custom Cabinets, Inc. and acknowledge that these rules, regulations and policies may be changed, interpreted, withdrawn, or added to at any time with or without prior notice to me. By signing this authorization, I acknowledge that I have read and understood it, and that I fully authorize the company and those working on behalf of the company to research my background, financial and credit history, both before and during my employment.

Applicant's Signature

Date