



# APPLICATION FOR EMPLOYMENT

A Tool Shed, Inc. provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, veteran status, genetics, sexual orientation or sexual identity. In addition to federal law requirements, A Tool Shed, Inc. complies with all applicable state and local laws governing nondiscrimination in employment.

## APPLICANT INFORMATION

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street City State Zip

Cell Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Do you have a valid Drivers License? No <input type="checkbox"/> Yes <input type="checkbox"/>	For driving company vehicles are you at least 21 years of age? No <input type="checkbox"/> Yes <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> _____
Number: _____ State: _____	Are you able to lift a minimum of 50 pounds? No <input type="checkbox"/> Yes <input type="checkbox"/>	
Are you legally eligible for employment in the U.S.? No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	

## EMPLOYMENT DESIRED

- Yard Person (Entry Level)  
  Yard Person (With Experience)  
  Mechanic (Experience Required)  
  Office: A/R, A/P, HR (Experience Required)
- Counter Person (Entry Level)  
  Counter Person (With Experience)  
  Commercial Driver (Commercial License Required)  
  Management (Experience Required)

Regular full-time work? No <input type="checkbox"/> Yes <input type="checkbox"/>	Regular part-time work? No <input type="checkbox"/> Yes <input type="checkbox"/>	Are you able to work weekends? No <input type="checkbox"/> Yes <input type="checkbox"/>	Are you able to work overtime? No <input type="checkbox"/> Yes <input type="checkbox"/>
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## EMPLOYMENT HISTORY

List most recent employment first. Include non-paid/volunteer and temporary experience which is related to the job for which you are applying. No more than 10 years history recommended. Please complete even if you attach a resume.

Employer name and address: _____ _____ _____	Position title/duties, skills: _____ _____ _____ Supervisor: _____ Telephone: _____	Start date: _____ End date: _____ Reason for Leaving: _____ _____ _____
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## EDUCATION

	Name and Address of School	No. of Years Completed	Did you Graduate?	Degree or Diploma?	Field of Study
High School	Name: _____ Address: _____	1 2 3 4	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	_____
College/University	Name: _____ Address: _____	1 2 3 4	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	_____
Business/Vocational	Name: _____ Address: _____	1 2 3 4	No <input type="checkbox"/> Yes <input type="checkbox"/>	No <input type="checkbox"/> Yes <input type="checkbox"/>	_____

## SKILLS / QUALIFICATIONS

Equipment you are qualified to operate, service, or repair, computer skills, facility care, or maintenance skills:

Professional licenses, certifications or registrations:

Supervision skills, other languages or information regarding the career / occupation you wish to bring to the employers attention:

## ABOUT YOU

Describe a specific situation where you have provided excellent customer service in your most recent position:

Have you ever visited an A Tool Shed, Inc. location? Describe your experience:

Have you ever worked for A Tool Shed, Inc.? No  Yes  If yes, when: \_\_\_\_\_ Store Location: \_\_\_\_\_

## REFERENCES

List two personal references not related to you who have knowledge of your work performance within the last three years.

Name	Address	Phone	Occupation	Years Acquainted

## CONTACT

In case of emergency contact:

Name	Address	Daytime Phone

## PLEASE READ and SIGN BELOW

I hereby authorize A Tool Shed, Inc. to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contracted by A Tool Shed, Inc. to provide any relevant information regarding my current and/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or if hired, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become an employee of A Tool Shed, Inc. I understand nothing contained in this application, or conveyed during any interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a position open and does not obligate A Tool Shed, Inc. to hire me. **I understand and agree that my employment is at will, which means that it is for no specified period and may be terminated by me or A Tool Shed, Inc. at any time without prior notice for any reason. Applicant may omit any convictions for the possession of marijuana (except for convictions for the possessions of marijuana on school grounds or possession of concentrated cannabis) that are more than two (2) years old, and any information concerning a referral to, and participation in, any pretrial diversion program. A Tool Shed, Inc. drug screens all new hires prior to employment.**

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

**WE ARE AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO HIRING A DIVERSE WORKFORCE**