

12520 Grant Drive #100
 Thornton, CO 80241-2406
 303-429-4847 303-429-0826 Fax

APPLICATION FOR EMPLOYMENT

PLEASE TYPE OR PRINT

DATE: _____

Name: _____
Last First Middle Maiden

Present address: _____
Number Street City State Zip

How long: _____

Previous address: _____
Number Street City State Zip

How long: _____

Telephone: _____
Home Cell

Position applied for: _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	YEARS COMPLETED	MAJOR & DEGREE
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
Bus. or Trade School	_____	_____	_____	_____
Professional School	_____	_____	_____	_____
Other Related Training	_____	_____	_____	_____

HAVE YOU EVER BEEN CONVICTED OF A CRIME? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. (Conviction will not necessarily be a bar to employment,. In accordance with company policy and applicable state and federal laws, factors such as age at time of the offense, remoteness of the offense, time since last conviction, nature of the job sought and rehabilitation effort will be reviewed.)

Driver's license number _____	State of issue _____	Expiration date _____
Have you had any accidents during the past three years?		_____ How many? _____
Have you had any moving violations during the past three years?		_____ How Many? _____
If yes please describe circumstances:		

Please list two references other than relatives or previous employers.

Name: _____	Name: _____
Address: _____	Address: _____
Telephone: () _____	Telephone: () _____

PREVIOUS EMPLOYMENT

Please list your work experience for the past five years or previous 3 employers (min.) beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone: _____ Fax: _____	Name of last supervisor _____ E-mail Address: _____	Employment dates From _____ To _____	Pay or salary Start _____ Final _____
Your last job title: _____			
Reason for leaving (be specific) _____			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

May we contact your present employer? Yes No

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone: _____ Fax: _____	Name of last supervisor	Employment dates	Pay or salary
		From	Start
	E-mail Address:	To	Final
Your last job title: _____			

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer: _____ Address: _____ City, State, Zip: _____ Phone: _____ Fax: _____	Name of last supervisor	Employment dates	Pay or salary
		From	Start
	E-mail Address:	To	Final
Your last job title: _____			

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer: _____	Name of last supervisor	Employment dates	Pay or salary
Address: _____		From	Start
City, State, Zip: _____	E-mail Address: _____	To	Final
Phone: _____ Fax: _____	Your last job title: _____		

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer: _____	Name of last supervisor	Employment dates	Pay or salary
Address: _____		From	Start
City, State, Zip: _____		To	Final
Phone number: _____	Your last job title: _____		

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Did you complete this application yourself Yes No

If not, who did? _____

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by H&H Enterprises, Inc. (hereinafter called "H&H"), I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other H&H practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of the H&H Enterprises, Inc., or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the Executive Director of H&H. Both the undersigned and H&H may end the employment relationship at any time, without specified notice or reason. If employed, I understand that H&H may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

CERTIFICATION AND RELEASE: I certify that I have read and understand the applicant notes on this form and that the answers given by me to the foregoing questions and the statements made by me are complete and true to the best of my knowledge and belief. I understand that any false information, omissions or misrepresentations of facts called for in this application, whether on this document or not, may result in rejection of my application or discharge at any time during my employment. I authorize the company and/or its agents, including consumer-reporting bureaus, to verify any of this information. I authorize all former employers, persons, schools, companies and law enforcement authorities to release any information concerning my background and hereby release any said persons, schools, companies and law enforcement authorities from any liability for any damage whatsoever for issuing this information. I also understand that the use of illegal drugs is prohibited during employment. If company policy requires, I am willing to submit to drug testing to detect the use of illegal drugs prior to and during employment.

Signature of applicant _____ Date: _____

H&H is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability.