



APPLICATION FOR EMPLOYMENT

Equal Opportunity Employer - It is the policy of Herrman Lumber Company to provide equal opportunity employment to all qualified persons without discrimination on the basis of sex, race, color, religion, age, marital status, national origin, citizenship, disability, pregnancy, medical condition, sexual orientation, veteran status, or any other status protected under state and federal law.

Name: _____
(Print) First MI Last

Position Desired: _____ Part time Full Time All Shifts Temporary

Rate of Pay Expected: _____

Please list any name you have ever gone by other than the one listed: _____

Present

Address: _____
Street City State Zip Code

Telephone Number: _____ E-mail address: _____

Have you ever worked for Herrman Lumber before? Yes No

If Yes, please provide dates, position, and reason for leaving: _____

Did someone refer you to Herrman Lumber? If so, who? _____

Please list names of any relatives employed by Herrman Lumber: _____

On what date would you be available for work? _____ Can you travel for work if necessary? Yes No

Are you legally permitted to work in the United States? Yes No

Note: Proof of eligibility will be required within three working days of employment.

If hired, can you furnish proof that you are over 18 years of age? Yes No

Are you available to work overtime if required? Yes No

Are you capable of performing the essential functions required for the position for which you are applying with or without accommodation? Yes No

RECORD OF PREVIOUS EMPLOYMENT

Please list the names of your present or previous employers in chronological order with present or last employer listed first. Please be sure to account for all periods of of employment history, or at least the last 5 years. Please include military service and any period(s) of unemployment. If self-employed, give firm name and business references. [Add additional page if necessary]

Present or Last Employer Name: _____	Employed From: ____/____ (mo/yr)	Position Title & Duties:
Address: _____		
City, State, Zip Code: _____	To: ____/____ (mo/yr)	Reason for Leaving:
Telephone: _____		
Supervisor Name: _____		

May we contact this employer? Yes No

Previous Employer Name: _____	Employed From: ____/____ (mo/yr)	Position Title & Duties:
Address: _____		
City, State, Zip Code: _____	To: ____/____ (mo/yr)	Reason for Leaving:
Telephone: _____		
Supervisor Name: _____		

May we contact this employer? Yes No

Previous Employer Name: _____	Employed From: ____/____ (mo/yr)	Position Title & Duties:
Address: _____		
City, State, Zip Code: _____	To: ____/____ (mo/yr)	Reason for Leaving:
Telephone: _____		
Supervisor Name: _____		

May we contact this employer? Yes No

Previous Employer Name: _____	Employed From: ____/____ (mo/yr)	Position Title & Duties:
Address: _____		
City, State, Zip Code: _____	To: ____/____ (mo/yr)	Reason for Leaving:
Telephone: _____		
Supervisor Name: _____		

May we contact this employer? Yes No

Have you been terminated or asked to resign from any job? Yes No

If Yes, please provide circumstances:

Please explain fully any gaps in your employment history: _____

Please indicate any actual experience, special training and qualifications you possess which you feel are relevant to the position for which you are applying: _____

EDUCATION

School Name	Years Completed (circle)	Did You Graduate?	Diploma/Degree	Describe Course of Study or Major	Describe Specialized Training, Experience and Skills
High School:	9 10 11 12 GED	Y / N			
College/University:	1 2 3 4	Y / N			
Graduate/Professional:	1 2 3 4	Y / N			
Trade/Correspondence:		Y / N			
Other:					

REFERENCES Please list persons whom know you well - not previous employers or relatives

Name	Occupation	Telephone Number	Number of Years Known

APPLICANT'S STATEMENT & AGREEMENT

In the event of my employment to a position with Herrman Lumber, I will comply with all rules and regulations of Herrman Lumber. I understand that Herrman Lumber reserves the right to require me to submit to a test for the presence of drugs in my system prior to employment and at any time during my employment, to the extent permitted by law. I also understand that any offer of employment may be contingent upon the passing of a physical examination. I consent to the disclosure of the results of any physical examination and related tests to Herrman Lumber. I also understand that I may be required to take other tests such as personality assessments, prior to employment and during my employment. I understand that should I decline to sign this consent or decline to take any of the above tests, my application for employment may be rejected or my employment may be terminated.

I understand that Herrman Lumber may investigate my driving record and my criminal record and that an investigative consumer report may be prepared. I understand that I have the right to make a written inquiry within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. I further understand that Herrman Lumber may contact my previous employers, if I have indicated permission within this application, and I authorize the employers to disclose to Herrman Lumber all records and information pertinent to my employment with them. In addition to authorizing the release of any information regarding my employment, I hereby fully waive any rights or claims I have or may have against my former employers, their agents, employees and representatives, as well as other individuals who release information to Herrman Lumber, and release them from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me. I authorize the persons named herein as personal references to provide Herrman Lumber with any pertinent information they may have regarding myself.

I hereby state that all the information that I provided on this application or any other documents filled out in connection with my employment is true and correct. I understand that if I am employed and any information is later found to be false or incomplete in any respect, I may be dismissed. I understand if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 Form in this regard.

If hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and Herrman Lumber reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no manager or representative of Herrman Lumber is authorized to make any assurances to the contrary and that no implied oral or written agreement contrary to the foregoing express language are valid unless they are in writing and signed by the Herrman Lumber CEO or President.

I hereby acknowledge that I have read the above statements and understand the same. My signature below attests that I have read, understood and agree to be legally bound to all of the above terms. This application for employment is valid for the next 90 days. I understand that if I wish to be considered for employment after this period of time, I must apply again.

Signature of Applicant

Date