

# APPLICATION FOR EMPLOYMENT



COWAY USA, INC. IS AN EQUAL OPPORTUNITY EMPLOYER AND OBSERVES ALL FEDERAL, STATE AND LOCAL LAWS BY NOT DISCRIMINATING ON THE BASIS OF NON-JOB RELATED FACTORS INCLUDING, BUT NOT LIMITED TO, SEX, AGE, MARITAL OR VETERAN STATUS, RACE, COLOR, GENDER, ANCESTRY, NATIONAL ORIGIN, MEDICAL CONDITION OR DISABILITY, SEXUAL IDENTITY OR ANY OTHER LEGALLY PROTECTED STATUS. HOWEVER, AN INCOMPLETE APPLICATION WILL NOT BE CONSIDERED.

GENERAL INFORMATION				
<b>First Name</b>		<b>Middle Name</b>		<b>Last Name</b>
<b>Address</b>			<b>City</b>	<b>State</b> <b>Zip</b>
<b>Email Address</b>			<b>Telephone Number</b>	
			_____ <input type="checkbox"/> HOME	
			_____ <input type="checkbox"/> CELL	
<b>Driver's License Number</b>			<b>Class</b>	<b>State</b>
POSITION				
Position being applied for <b>CODY</b>		Date available to start		
Are you legally authorized to work in the U.S.? <input type="checkbox"/> YES <input type="checkbox"/> NO <small>(proof of citizenship or visa status will be required upon employment)</small>		Will Accept: <input type="checkbox"/> Part-Time <input type="checkbox"/> Full-Time <input type="checkbox"/> Temporary		
		Referred by (name):		Employee #:
The position may require driving and/or travel to/from customer locations on a regular basis. Can you drive and/or travel in-state and/or out of state if the job requires? <input type="checkbox"/> YES <input type="checkbox"/> NO				
Are you physically able to perform the essential requirements of the job for which you are applying, with or without reasonable accommodations? <input type="checkbox"/> YES <input type="checkbox"/> NO				
If necessary for the job, are you able to work overtime? <input type="checkbox"/> YES <input type="checkbox"/> NO				
EMPLOYMENT HISTORY (MOST RECENT FIRST)				
Employer 1		Telephone Number		
Address		From (Month/Year) To (Month/Year)		
Job Title		Hours Per Week		
Last Salary		Supervisor		
Reason for Leaving		May we Contact this Employer? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Employer 2		Telephone Number		
Address		From (Month/Year) To (Month/Year)		
Job Title		Hours Per Week		
Last Salary		Supervisor		
Reason for Leaving		May we Contact this Employer? <input type="checkbox"/> YES <input type="checkbox"/> NO		

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EDUCATION				
	Institution Name	Year Completed	Field of Study/Major	Degree/Graduate
High School				
College/University				
Business/Technical				
Additional				

  

VETERAN INFORMATION		
Branch of Service	Date of Entry	Date of Discharge

  

SKILLS & QUALIFICATIONS (LIST ALL PERTINENT SKILLS AND EQUIPMENT THAT YOU CAN OPERATE)
Professional Licenses, Certifications or Registrations:
Languages Read, Written, or Spoken Fluently Other Than English:
Other qualifications such as special skills, abilities or honors that should be considered:

  

ACKNOWLEDGEMENT	
<p>I CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION FOR EMPLOYMENT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT FALSE OR MISLEADING INFORMATION GIVEN IN THIS APPLICATION, SUPPORTING MATERIALS, OR INTERVIEW(S) MAY DISQUALIFY ME FROM FURTHER CONSIDERATION AND IF EMPLOYED MAY RESULT IN DISCHARGE OR OTHER DISCIPLINARY MEASURES.</p> <p>I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION FOR EMPLOYMENT AS MAY BE NECESSARY FOR VERIFICATION AND IN ARRIVING AT AN EMPLOYMENT DECISION.</p> <p>I UNDERSTAND THAT THIS APPLICATION FOR EMPLOYMENT SHALL BE CONSIDERED ACTIVE FOR A PERIOD OF TIME NOT TO EXCEED 60 DAYS, AND THAT IF I WISH TO BE CONSIDERED FOR EMPLOYMENT BEYOND THAT TIME PERIOD, I SHOULD INQUIRE AS TO WHETHER OR NOT APPLICATIONS ARE BEING ACCEPTED AT A LATER TIME.</p> <p>I HEREBY UNDERSTAND AND ACKNOWLEDGE THAT, UNLESS OTHERWISE DEFINED BY APPLICABLE LAW OR WRITTEN AGREEMENT EXECUTED BY BOTH EMPLOYER AND EMPLOYEE, ANY EMPLOYMENT RELATIONSHIP WILL BE "AT-WILL" AND SHALL BE GOVERNED SOLELY BY THE COMPANY'S PERSONNEL POLICIES AND PROCEDURES, AS AMENDED FROM TIME TO TIME.</p> <p>ALL APPLICATIONS WHO MEET THE MINIMUM QUALIFICATIONS ARE NOT GUARANTEED ADVANCEMENT THROUGH ANY SUBSEQUENT PHASE OF THE SELECTION PROCESS. COWAY USA, INC. RESERVES THE RIGHT TO DETERMINE IN ITS SOLE DISCRETION THE NUMBER OF BEST QUALIFIED APPLICANTS THAT MAY CONTINUE IN THE PROCESS. THE PROCESS MAY INCLUDE, BUT IS NOT LIMITED TO, ONE OR MORE OF THE FOLLOWING: APPLICATION REVIEW, COMPETITIVE SCREENING, WRITTEN EXAMINATION, PERFORMANCE EXAMINATION AS WELL AS THE PROBATIONARY PERIOD.</p>	
<b>SIGNATURE OF APPLICANT:</b>	<b>DATE:</b>

HAVE YOU ATTACHED ADDITIONAL SHEET/RESUME/DOCUMENTS?

Yes  No