

**EMPLOYMENT APPLICATION
AG WORLD SUPPORT SYSTEMS**

131 W. 4th Avenue
P.O. Box 1696
Moses Lake, WA 98837
(509) 765-0698

DATE: _____

Please complete this application in your own handwriting, using ink. Please answer all questions to the best of your ability. Exclude all information indicative of race, color, creed, sex, marital status, national origin, age and sensory, mental or physical disability (unless based upon a bona fide occupational qualification). We welcome résumés; however, please complete all portions of this application form.

All requested parts and questions of this application must be completed in detail for you to be considered for employment. This must include dates, addresses, and historical information.

Name _____
Last First Middle Initial

Position Applying For: _____

_____ () _____
Present Address Home Phone

_____ () _____
Permanent Address Message Phone

Are you 18 years of age or older? _____ Yes _____ No _____ - _____ - _____
Social Security #

Are you legally able to work in the United States of America? _____ Yes _____ No

Have you previously been employed by Ag World Support Systems? _____ Yes _____ No

If "Yes": When? _____ Where? _____ Position? _____

Reason for leaving? _____

Available for shift work? _____ Yes _____ No Shift preference: _____

Have you been convicted of a felony in the last seven years (convicted for offense other than minor traffic violations)?
_____ Yes _____ No

If "Yes," state the date, location and disposition of the offense: _____

(The existence of such a conviction does not necessarily prevent employment.)

EDUCATION - TRAINING

<u>Schools Attended</u>	<u>Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>	<u>Graduated</u>	<u>Degree</u>
High School					___ Y ___ N	GED
College/University					___ Y ___ N	Degree
Graduate School					___ Y ___ N	Degree
Technical/Trade					___ Y ___ N	Certificate

EMPLOYMENT HISTORY: (1) Begin with the most recent position. (2) Use full addresses. (3) *Ag World Support Systems* reserves the right to conduct reference and background checks. (4) If more space is needed, please attach a separate sheet to application. (5) Please fill in employment history even if you have submitted a résumé.

Name of Company:		Street Address:			
Period of Employment:	From (mm/yy):	Immediate Supervisor:	Phone Number:	Salary:	Start:
	To (mm/yy):				End:
Please list job titles while employed:					
Please describe job duties in detail:					
Reasons for leaving:					

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Period of Employment:	From (mm/yy):	Immediate Supervisor:	Phone Number:	Salary:	Start:
	To (mm/yy):				End:
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	To (mm/yy):				End:
Please list job titles while employed:					
Please describe job duties in detail:					
Reasons for leaving:					

May we contact your current employer? _____ Yes _____ No

Salary/wage desired: \$ _____ Negotiable? _____ Yes _____ No

IMPORTANT: Before signing, please check this application for completeness and accuracy. Also, please carefully read the following terms and conditions. This application is not complete until you read “Applicant’s Statement” in its entirety, and sign where indicated.

APPLICANT’S STATEMENT

- Equal Employment Opportunity:** I understand that *Ag World Support Systems, LLC* (AWSS) is committed to Equal Employment Opportunity in all its personnel practices. I agree to support the company’s efforts in ensuring Equal Employment Opportunity for all employees, regardless of race, religion, color, marital status, sex, national origin, age, disability or veteran status. I further agree to abide by all other policies and regulations of this company.
- Applicant Misrepresentation:** I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I understand that any falsified information or omissions will disqualify me from further consideration for employment, and may also result in my dismissal if discovered at a later date.
- Immigration Reform Act:** I understand that according to the Immigration Reform and Control Act of 1986 all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and their legal authorization to work in the United States. As a consequence, I understand that any offer of employment would be contingent on my ability to produce the required documentation within the time period required by law.
- References Authorized:** I authorize a thorough investigation of my past employment and activities and understand that AWSS may request a criminal history investigation, with continued employment contingent upon the results of that investigation. I agree to cooperate in such investigation, and release from all liability or responsibility all persons and corporations requesting or supplying such information.
- Drug and Alcohol Screening Policy:** I understand that AWSS has a strong commitment to a drug-free workplace and expects employees to report to work unimpaired and in condition to perform their duties. I also understand that any offer of employment is contingent on passing a drug and/or alcohol screen. I will comply with any random, post accident, reasonable suspicion, and follow-up drug and/or alcohol testing as required by any policies of the company

or regulations by law (e.g. for positions regulated by DOT). I also agree to notify my supervisor of any criminal drug statute convictions within five days of conviction.

- 6. **Employment at Will:** I understand that my employment is terminable-at-will, that I am not being employed for any specified time, that this application is not, nor is intended to be, a contract for continued employment, and that the employer or I may terminate my employment at any time with or without cause or notice.
- 7. **Reasonable Accommodation for Application and Hiring Process:** If I am qualified and need any accommodation to assist me in the application, work exercise, or interview process, I may request such accommodation. I understand that I must inform AWSS of my need for accommodation a reasonable time before that part of the selection process and will supply documentation supporting the need if so requested.

I certify that my responses to the questions on this application are true, and I hereby acknowledge and agree to abide by conditions expressed in **Applicant's Statement** (1 – 7) above.

Signature of Applicant

Date