



Employment Application

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview proves should notify a representative of the Administration Department.

Personal Information:

Position(s) applying for: _____ Date of Application: ____ / ____ / ____

Last Name: _____ First Name: _____ Middle Name: _____

Present Address: (No. & Street) _____ (City) _____ (State) _____ (Zip) _____

Phone: _____ Email: _____

How did you hear about our company? _____

Have you ever been employed here before? Yes No

If yes, give dates and positions: _____

Why are you applying for work at our company? _____

If hired, would you have a reliable means of transportation to and from work? Yes No

Are you at least 18 years old? Yes No

(If under 18, hire is subject to verification that you are of minimum legal age.)

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

If no, describe the functions that cannot be performed. _____

We may refuse to hire relatives of present employees if doing so could result in actual or potential problems in supervision, security, safety, or morale, or if doing so could create conflicts of interest.

Education, Training, and Experience

Table with 5 columns: Education Level, Name and Address, No. of Years Completed, Did you Graduate?, Degree or Diploma. Rows include High School, College/University, and Vocational/Business.



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Employment History

List below all present and past employment starting with your most recent employer (last five years is sufficient).

You must complete this section even if attaching a resume.

Name of Employer: _____ Phone: _____

Type of Business: _____ Your Supervisor's Name: _____

Address: _____

Dates of Employment: From _____ To _____

Current Employer? Yes No

Your Position and Duties: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes No

Name of Employer: _____ Phone: _____

Type of Business: _____ Your Supervisor's Name: _____

Address: _____

Dates of Employment: From _____ To _____

Current Employer? Yes No

Your Position and Duties: _____

Reason for Leaving: _____

May we contact this employer for a reference? Yes No

References

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: _____ Phone: _____

Address: _____

Occupation: _____ No. of Years Acquainted: _____

Name: _____ Phone: _____

Address: _____

Occupation: _____ No. of Years Acquainted: _____



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References (continued)

Name: _____ Phone: _____

Address: _____

Occupation: _____ No. of Years Acquainted: _____

Please Read Carefully, Initial Each Paragraph and Sign Below

I hereby certify that I have not knowingly withheld any information that might adversely affect my changes for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery. Initials: _____

I hereby authorize Kintetsu International Express (U.S.A.), Inc. to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure. Initials: _____

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the Company's designated representative. Initials: _____

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire. Initials: _____

Applicant's Signature: _____ Date: _____