

TOYOTA of GLADSTONE

Application for Employment

We are an Equal Opportunity Employer

_____	_____	_____	
Last Name	First Name	Middle Name	
_____	_____	_____	
Street Address	City	State	Zip Code
_____	_____	_____	
Phone Number	Position Applied For	Date of Application	

Applicant's Statement

_____ I understand that if I am hired, my employment will be for no defined period of time regardless of the payment of wages. I have the right to terminate my employment at any time with or without notice to this employer and the Company (for purposes of the application: Toyota of Gladstone) has the same right as well. No person other than the authorized executive of the Company has authority to modify this relationship or make any agreements to the contrary. Any such modifications or agreements must be in writing.

_____ I understand the Company reserves the right to require me to submit to a drug test, alcohol test, and/or a medical examination at any time to the extent permitted by the law.

_____ I understand the Company may investigate my driving and criminal record along with my criminal history and that an investigative consumer report may be prepared whereby information is obtained through personal interviews with neighbors, friends, or others by which I am acquainted. This inquiry would include information as to my character, general reputation, and personal characteristics. I understand that I have the right to request a written request within reasonable period of time to receive additional detailed information about the nature and scope of the investigation.

_____ I further understand that the Company may contact my previous employers and I authorize those employers to disclose to the Company all records and all other pertinent information to my employment with them. I also authorize my previous employers to provide truthful information concerning my employment to my future prospective employers and I agree to hold it harmless for providing such information.

_____ I certify that all the information I provide on this application and in any interview following will be true and accurate. I understand that if I am offered a position within the Company and any such information is later found to be false or misleading in any respect, I may be dismissed.

_____ I further understand that as part of my employment agreement I will be regulated by any and all current and future policies of the Employer.

_____ I understand that this application will be active for 30 days from the date of my signature.

PLEASE DO NOT SIGN THIS DOCUMENT IF YOU HAVE NOT READ AND FULLY UNDERSTAND THESE STATEMENTS.

_____ Date _____ Signature of Applicant

How did you learn about us?

____ Online Ad

____ Friend/Relative

Other _____

____ Employment Agency

____ Self Inquiry

Are you 18 years of age or older? Y/N

Do you have a valid Driver's License? Y/N

Have you ever applied/worked for with Toyota of Gladstone OR Mazda of Gladstone? Y/N

If yes, Please list the date(s): _____

Are you currently employed? Y/N

Are you currently "lay off" status and subject to recall? Y/N

If offered a position what date would you be available for work? _____

What is your desired salary? _____

Are you available to work...

Full Time: Y/N Part Time: Y/N Hours available: _____

Temporary: Y/N Dates Available: _____

Would you be able to accommodate travel if it is required for the position you are applying for OR should there arise a need during your employment? _____

Education:

SCHOOL	NAME AND ADDRESS OF SCHOOL	COURSE OF STUDY	YEARS COMPLETED	DIPLOMA/DEGREE
High School				
Undergraduate				
Graduate/Professional				
Other (Specify)				

Specialized Skills:

____ PC/MAC

____ Excel

____ Word

____ Short Hand

Describe any specialized skills you may have. These can be related to a profession or an extracurricular activity:

Describe (if any) job related training you have received serving in the United States Armed Services:

List profession trade, business, or civic activities or political offices held (Please exclude any memberships that would reveal gender, race, religion, national origin, age, ancestry, or other protected status):

Employment History/Experience

Have you ever been terminated or asked to resign from a position? Y/N
If yes, please explain:

Please explain any gaps in your employment history:

May we contact your current employer: Y/N
If no, please explain:

Starting with your current or most recent position please provide us with information for all pre-previous assignments/jobs including but not limited to military experience for the past five years. You may exclude organizations that which may indicate, race, color, religion, gender, national origin, disabilities, or other protected statuses.

Current or Last Employer Name:	Dates Employed: To: _____ From: _____	Duties Performed:
Address:		
Phone Number:		
Job Title:		
Reason for leaving:	May we contact?	Yes/No (if no please explain)

Employer Name:	Dates Employed: To: _____ From: _____	Duties Performed:
Address:		
Phone Number:		
Job Title:		
Reason for leaving:	May we contact?	Yes/No (if no please explain)

Employer Name:	Dates Employed: To: _____ From: _____	Duties Performed:
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