

**BARNEY & DICKENSON, INC.**  
**BOB MURPHY INC.**  
**APPLICATION FOR EMPLOYMENT**  
**OFFICE/SALES**

DATE \_\_\_\_\_

We are an **Equal Opportunity Employer**. We consider all applications for all positions without regard to race, color, religion, gender, national origin, age, sexual orientation, genetic predisposition or carrier status, disability, marital status, pregnancy, veteran status, or any other legally protected class or status.

**PERSONAL INFORMATION**

NAME \_\_\_\_\_

STREET \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

IF AT THE ABOVE ADDRESS LESS THAN 3 YEARS, LIST ALL ADDRESSES FOR THE PAST 3 YEARS BELOW:

1. \_\_\_\_\_

2. \_\_\_\_\_

**EMPLOYMENT STATUS**

ARE YOU EMPLOYED NOW?      YES    NO

MAY WE CONTACT YOUR PRESENT EMPLOYER FOR A REFERENCE?      YES    NO

AVAILABLE STARTING DATE \_\_\_\_\_ SALARY DESIRED? \_\_\_\_\_

REFERRED BY \_\_\_\_\_

HAVE YOU APPLIED AT THIS COMPANY BEFORE? \_\_\_\_\_ IF SO,WHEN? \_\_\_\_\_

<b>EDUCATION</b>	<b>NAME &amp; LOCATION OF SCHOOL</b>	<b>GRADUATED?</b>	<b>SUBJECTS STUDIED</b>
GRAMMAR	_____	YES    NO	_____
	_____		
HIGH SCHOOL	_____	YES    NO	_____
	_____		
COLLEGE OR TRADE SCHOOL	_____	YES    NO	_____

**PHYSICAL RECORD**

ARE YOU ABLE TO PERFORM THE JOB FUNCTIONS WITH OR WITHOUT REASONABLE ACCOMMODATION? YES NO

**FORMER EMPLOYERS** (STARTING WITH THE LAST EMPLOYER FIRST FOR THE PAST 15 YEARS)

1. NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ DATES WORKED \_\_\_\_\_ TO \_\_\_\_\_  
POSITION \_\_\_\_\_ REASON FOR LEAVING? \_\_\_\_\_

2. NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ DATES WORKED \_\_\_\_\_ TO \_\_\_\_\_  
POSITION \_\_\_\_\_ REASON FOR LEAVING? \_\_\_\_\_

3. NAME \_\_\_\_\_ PHONE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ DATES WORKED \_\_\_\_\_ TO \_\_\_\_\_  
POSITION \_\_\_\_\_ REASON FOR LEAVING? \_\_\_\_\_

**REFERENCES** – PLEASE LIST THREE INCLUDING ADDRESS AND PHONE NUMBERS

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

**COMPUTER AND SOFTWARE EXPERIENCE** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF APPLICABLE ANY SALES EXPERIENCE** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF HIRED BACKGROUND CHECKS ARE REQUIRED**

**PLEASE READ CAREFULLY AND SIGN BELOW**

I HEREBY CERTIFY THAT ALL OF THE INFORMATION I HAVE PROVIDED ON THIS *APPLICATION FOR EMPLOYMENT FORM* IS ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ANY MISREPRESENTATION OR OMISSION OF FACTS WILL DISQUALIFY ME FROM FURTHER CONSIDERATION OF EMPLOYMENT, WITHDRAWAL OF ANY OFFER OF EMPLOYMENT, OR TERMINATION OF EMPLOYMENT, IF HIRED.

I AUTHORIZE VERIFICATION OF ALL OF THE INFORMATION I HAVE PROVIDED ON THIS *APPLICATION FOR EMPLOYMENT FORM* AS WELL AS ANY ADDITIONAL INFORMATION NEEDED TO CONSIDER MY APPLICATION FOR EMPLOYMENT. I AUTHORIZE ALL PREVIOUS EMPLOYERS, EDUCATIONAL INSTITUTIONS, REERENCES, AND OTHER PERSONS WHO HAVE KNOWLEDGE OF ME OR MY RECORDS TO PROVIDE ANY AND ALL INFORMATION PERTINENT TO MY EMPLOYMENT AND RELEASE THE SAME FROM ANY LIABILITY RESULTING FROM PROVIDIND SUCH INFORMATION. I ALSO RELEASE THIS ORGANIZATION AND ALL OF ITS EMPLOYEES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM RELIANCE ON THE INFORMATION FURNISHED.

IF EMPLOYED, I AGREE TO ABIDE BY ALL POLICIES, PROCEDURES, RULES, AND REGULATIONS OF THE ORGANIZATION. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES OR SALARY, BE TERMINATED BY MYSELF OR THE COMPANY AT ANY TIME WITH OR WITHOUT CAUSE OR NOTICE. I FURTHER UNDERSTAND THAT THE POLICIES, PROCEDURES, RULES, AND BENEFITS CONTAINED IN THE EMPLOYEE HANDBOOK, BENEFIT PLANS, AND OTHER WRITTEN DOCUMENTS SHOULD NOT BE CONSIDERED AN EMPLOYMENT CONTRACT FOR ANY PERIOD OF TIME.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

This application is valid for 30 days from date of submission.

January 1, 2020