

APPLICATION FOR EMPLOYMENT WITH SCANDIA KITCHENS

Scandia Kitchens, ("SK") is an equal employment opportunity employer and will not discriminate against any applicant or employee on any grounds protected under federal, state or local law, including race, color, creed, religion, age, sexual harassment, national origin, ancestry, affectational preference, marital status, handicap, disability related to pregnancy or childbirth, membership or activity in any local commission, or status regarding public assistance, membership or non-membership in any labor or any other characteristic protected under federal, state or local law. None of the questions in this application are intended to elicit information regarding any protected characteristics, nor imply any limitation, illegal preferences, or discrimination based upon non-job-related information or protected characteristics.

If you are hired by SK, you will be employed on at-will basis. As an at-will employee, you may terminate your employment at any time for any reason, without notice. Similarly, if you are hired, SK will have the right to terminate your employment at any time, for any reason, without prior notice. No SK supervisor or manager has the authority to offer or promise anything other than at-will employment.

Answer ALL Questions Completely- Please Print- Be Sure to Complete All Applicable Pages!

Name _____ Current Date _____
First Middle Last

Have you ever been known by an alias or another name? _____ If yes, what? _____

Present Address _____

Permanent Address _____

Home Phone # _____ Other # at which you can be reached (present work) _____

If hired, can you furnish proof that you are 18 years of age, or older? Yes/No
If no, please explain: _____

If hired, can you furnish proof that you are eligible to work in the United States? Yes/No
If no, please explain: _____

Have you worked for SK before? _____ Where and When? _____
Reason for leaving? _____

Position Applying for? _____
Full Time [] Part Time [] Temporary [] Date You Can Start _____
Days [] Nights [] Weekends [] Desired Salary \$ _____

Have you ever been convicted of a crime? (Minor traffic violations need not be listed.) [] Yes [] No
If yes, explain the date, location and circumstances: _____

Please provide education information only if you have applied for a supervisory or office position.

Education	Name and Location of School	No. of Years	Did you Graduate?	Major
Elementary				
High School				
College, Trade, Business or Correspond.				

Have you served in the Military? _____ If yes, which Branch? _____ Rank _____
 Briefly describe your duties while serving if any may be related to position applied for: _____

Present Membership in the National Guard or Reserves? _____

Have you ever worked in a position similar to the one for which you are applying? _____

If experienced in operating machines which might be helpful on this job, please list: _____

Where have you gained this experience? _____

Are you acquainted with anyone who is currently employed by this Company? _____
 If yes, who? _____

WORK HISTORY – List employers during last ten years in sequential order, with present employer first. If more space is needed, please attach an additional page.

Employer Name & Address	Phone	Position & Rate of Pay	Supervisor's Name & Title	Date of Employment
				From:
		Circle: Parttime/Fulltime		To:
Describe the work you did:			Reason for Leaving:	Wage/Salary:

Employer Name & Address	Phone	Position & Rate of Pay	Supervisor's Name & Title	Date of Employment
				From:
		Circle: Parttime/Fulltime		To:
Describe the work you did:			Reason for Leaving:	Wage/Salary:

Employer Name & Address	Phone	Position & Rate of Pay	Supervisor's Name & Title	Date of Employment
				From:
		Circle: Parttime/Fulltime		To:
Describe the work you did:			Reason for Leaving:	Wage/Salary:

Employer Name & Address	Phone	Position & Rate of Pay	Supervisor's Name & Title	Date of Employment
				From:
		Circle: Parttime/Fulltime		To:
Describe the work you did:			Reason for Leaving:	Wage/Salary:

List all Periods of Unemployment for: From _____ To _____
 From _____ To _____

How did you spend this time? (Use separate page if necessary)

Have you ever been discharged by an employer? Yes ___ No ___ If yes, please explain : _____

May we contact the employers listed above? Yes ___ No ___ If no, please explain: _____

References: Give the names of three persons not related to you, whom you have known at least 1 year.

Individual's Name	Phone	Complete Address	Type of Business	Years Acquainted

If you are made an offer of employment it will be contingent upon your providing a medical history and passing a medical examination. Are you prepared to do so? Yes ___ No ___ If no, please explain: _____

Scandia Kitchens, Inc. requires that its employees be available for work throughout the seven county Metropolitan Area and beyond as work requires. Are you prepared to work, including overnight stays on occasion, whenever Scandia Kitchens, Inc. may assign you? Yes ___ No ___ If no, please explain: _____

Do you have a car or truck and a valid drivers license? Yes ___ No ___ If no, please explain: _____

Are you available for overtime work in the evening and on weekends as may be required? Yes ___ No ___ If no, please explain: _____

Do you plan to work for any other employer or engage in self-employment during the period of employment with SK? Yes ___ No ___ If yes, please explain: _____

SK furnishes required power and air tools, EXCEPT as listed on the Personal Tool List. Have you worked with Pneumatic Nailers? Yes ___ No ___ If yes, please explain: _____

Have you worked with Duo-Fast Pneumatic Tools? Yes ___ No ___ If yes, please explain: _____

Briefly describe your cabinet making or other construction experience in the last two years: _____

Please Read and Sign

By my signature below, I promise that the information provided in this employment application (and accompanying resume or documentation, if any) is true and complete, and I understand that any false or misleading information or significant emissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment, if discovered at a later date. I agree to immediately notify SK if I should be convicted of a felony, or a crime involving dishonesty or a breach of trust while my job application is pending, or during my period of employment, if hired.

I authorize any person, school, current employer (except as previously noted), past employer(s), and organizations named in this application form (and accompanying resume, if any) to provide SK with

any information and opinion requested by SK in connection with any application, and I release such persons and organizations from any legal liability in making such statements.

I UNDERSTAND THAT THIS APPLICATION DOES NOT CREATE A CONTRACT OF EMPLOYMENT. I UNDERSTAND THAT, IF HIRED, I AM OBLIGED TO COMPLY WITH ANY AND ALL CURRENT AND SUBSEQUENTLY ADOPTED SK POLICIES. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD OF TIME, AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES OR SALARY, BE TERMINATED AT ANY TIME FOR ANY REASON, WITH OR WITHOUT NOTICE. I UNDERSTAND THAT NO PERSON IS AUTHORIZED TO CHANGE ANY OF THE TERMS MENTIONED IN THE EMPLOYMENT APPLICATION.

Applicant's Signature _____ Date _____