

Employment Application



Beatrice Services, Inc.
HR Operations
Post Office Box 7724
Phoenix, Arizona 85011-7724

Personal Information

Name		Date	Social Security Number	Phone number
Present address		City, state, zip		
Source of job information	Position applied for		Salary expected	
In case of emergency, contact:				Phone number
Street address		City, state, zip		
Have you ever committed an act of breach of trust or dishonesty? <input type="checkbox"/> No <input type="checkbox"/> Yes (explain)		If you answered "Yes to the previous question, were you convicted of any crime as a result of this act? <input type="checkbox"/> No <input type="checkbox"/> Yes		
Have you been convicted of a felony within the past seven years? <input type="checkbox"/> No <input type="checkbox"/> Yes (explain)		Have you previously worked for Beatrice Companies, Inc. or its Subsidiaries? <input type="checkbox"/> No <input type="checkbox"/> Yes		

Work Experience (please start with your present or most recent position)

Name of employer		Address (street, city, and state)		Area code/telephone
Date started work	Starting salary/wage \$	Starting position	Ending position	May we call you at this number? <input type="checkbox"/> No <input type="checkbox"/> Yes
Date stopped work	Ending salary/wage \$	Reason for leaving or desiring to leave		Name and title of supervisor
Brief description of your responsibilities			Interviewer comments/notes	
Name of employer		Address (street, city, and state)		Area code/telephone
Date started work	Starting salary/wage \$	Starting position	Ending position	Name and title of supervisor
Date stopped work	Ending salary/wage \$	Reason for leaving or desiring to leave		
Brief description of your responsibilities			Interviewer comments/notes	
Name of employer		Address (street, city, and state)		Area code/telephone
Date started work	Starting salary/wage \$	Starting position	Ending position	Name and title of supervisor
Date stopped work	Ending salary/wage \$	Reason for leaving or desiring to leave		
Brief description of your responsibilities			Interviewer comments/notes	

Unemployment Record (Account for all periods of unemployment of two or more weeks duration since you left school until the present.)

From:	Year	To:	Year	State what you were doing
Month		Month		

Education

Name and address of school	Course or major	Grade point average	Dates attended		Graduation date	Degree
			From	To		
High school						
College or university						
Business or other schools						

What school activities did you take part in?

Skills, Aptitudes, Activities

Do you type? <input type="checkbox"/> No <input type="checkbox"/> Yes	Speed (wpm)	Word processing equipment? <input type="checkbox"/> No <input type="checkbox"/> Yes	Do you have other machine skills? <input type="checkbox"/> No <input type="checkbox"/> Yes – Explain
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Describe your interest in this company and the skills and aptitudes you feel qualify you for a position. You may wish to include volunteer experience, community activities, professional societies to which you belong, special training you have received. Include any duties, accomplishments and time commitments. If you need more space, please continue on a separate sheet.

References (Please list professional references other than former employers)

1.	Name	Occupation	Employer
	Address		Phone
2.	Name	Occupation	Employer
	Address		Phone
3.	Name	Occupation	Employer
	Address		Phone

If you are hired, your employment will be "at will," meaning either you or Beatrice Companies, Inc. may terminate your employment at any time for any reason or for no reason, subject to notice requirements which may be stated in the employment agreement, if any. Your employment agreement may not be modified except in writing executed by both parties.

For interviewer use:

All job references checked	Date	Initial	Credit report obtained (if applicable)	Date	Initial
School transcripts obtained (if applicable)			All other pertinent information recorded		
Information discussed with District Manager (if applicable)			Decision to hire: <input type="checkbox"/> Yes <input type="checkbox"/> No		