

BERNIE & PHYL'S FURNITURE JOB APPLICATION

Bernie & Phyl's Furniture considers all applicants for employment without regard to race, color, religion, sex, national origin, age, sexual preference, handicap or disability, or status as a Vietnam-era or special disabled veteran in accordance with Federal Law. In addition, Bernie & Phyl's Furniture complies with applicable state and local laws prohibiting discrimination in employment in every jurisdiction in which it maintains facilities. Bernie & Phyl's Furniture also provides "reasonable accommodations" to qualified individuals with disabilities, in accordance with the American Disabilities Act and applicable state and local laws. This application will be given complete consideration, but its receipt does not imply that the applicant will be employed. If additional space is needed to complete information requested, you may use the space provided on the back of this application.

PERSONAL INFORMATION:

Name: _____

Street Address: _____

City/Town: _____ State: _____ Zip Code: _____

Home Telephone Number: _____ Other Telephone Number: _____

Referred by: _____

Position Desired: _____ Location Desired: _____

Salary Required: _____

Full Time or Part Time (please circle one) Date you can start _____

Days you can work: Mon ___ Tue ___ Wed ___ Thu ___ Fri ___ Sat ___ Sun ___

Evenings you can work: Mon ___ Tue ___ Wed ___ Thu ___ Fri ___ Sat ___ Sun ___

Federal laws require that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, Bernie & Phyl's Furniture will verify the status of every individual offered employment with the company. In this connection, all offers of employment are subject to verification of the applicant's identity and employment authorization, and it will be necessary for you to submit such documents as are required by law to verify identification and employment authorization upon employment.

Do you have a legal right to work and remain in the United States? _____

Have you ever been convicted of a felony?* Yes or No If YES, state the nature of the offense, when, where and the disposition:

Have you been released from prison within the past 10 years?* Yes or No. If YES, state the nature of the offense, when, where and the disposition: _____

* A 'Yes' response does not automatically disqualify you from employment since the nature and type of position for which you are applying will be considered.

WORK EXPERIENCE: Please list from the most recent

Name/Add of Company	Position/Salary	Dates Worked	Tel #	Immediate Supervisor

Describe, in detail, the functions you performed for each employer (please use the back if you need more room) _____

Describe the reason you left each position:

MILITARY EXPERIENCE:

Branch of Service: _____ Stationed Where: _____

Date Enlisted: _____ Date Discharged: _____

Type of Discharge: _____

EDUCATION: Please list from the most recent

Name of School	City, State, Country	Period Attended	Degree	Type of Degree

List any additional training and/or seminars attended:

List any skills (e.g. Microsoft Office, CDL License) that you believe are related to the position for which you are applying.

List any awards, distinctions, skills or other abilities that you feel especially qualify you to work for Bernie & Phyl's Furniture:

REFERENCES: List three people who are not related to you

Name	Address	Telephone #	How Known/ How Long

Are you over the age of 18? Yes or No (please circle one)

Have you ever been employed by Bernie & Phyl's Furniture? Yes or No (please circle one)

If YES, at what location and position _____

Name(s) of any relative(s) in our employ and your relationship to them: _____

PRE-EMPLOYMENT STATEMENT (Please initial after each statement in the space provided)

I understand and agree that:

1. The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume or other materials, or during any interviews, can be justification of refusal of employment or, if employed, termination from Bernie & Phyl's Furniture. I agree to immediately notify the company if I should be convicted of a felony, or any crime involving dishonesty or a breach of trust while my job application is pending, or during my period of employment if hired. _____initials

2. In processing my application for employment, Bernie & Phyl's Furniture may verify all the information provided by me or may procure or have prepared a consumer or an investigative consumer report for this purpose concerning my personal characteristics, criminal record and mode of living. I understand that upon written request to the company I will be informed whether an investigative consumer report is requested and given full information as to the nature and scope of this investigation. _____initials

3. I authorize and request that all of my present and former employers and those individuals I have listed as personal references furnish information to Bernie & Phyl's Furniture about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information. _____initials

4. Any offer of employment I may receive from Bernie & Phyl's Furniture is contingent upon my successful completion of the company's total pre-employment screening process, including but not limited to Bernie & Phyl's Furniture receiving references that it considers satisfactory, and my satisfactory completion of any post offer pre-employment medical examination that the company may require. I also agree, if employed, to submit to a medical examination at any time at the company's request. I hereby consent to have the results of any post offer pre-employment or post-employment medical exams I may be required to take disclosed to Bernie & Phyl's Furniture. _____initials

5. I understand that as a condition of employment, I may be required to undergo and successfully pass a screening for alcohol and/or drugs. I also understand and agree that, if employed I may be required to undergo and successfully pass a screening for alcohol and/or drugs at any time at the discretion of Bernie & Phyl's Furniture. I hereby consent to having the results of any such alcohol or drug screening I may be required to undergo disclosed to Bernie & Phyl's Furniture. _____initials

6. I give permission for a complete physical examination. In processing my application for employment Bernie & Phyl's Furniture may verify all the information provided, including drug screening exam and x-rays, and I consent to the release to the company of any and all medical information, as may be deemed necessary by the company in judging my capability to do the work for which I am applying. _____initials

7. I understand that if my employment is terminated by Bernie & Phyl's Furniture for dishonesty, breach of trust or any criminal acts the authorities may be notified and I may be criminally prosecuted. I also understand that, if hired, I may not hold other employment, not engage in sales, investments or other activities that create a conflict of interest with my position with this company. _____initials

8. By my signature below, I agree to comply with the policies, rules, regulations and procedures for Bernie & Phyl's Furniture and understand that my employment and compensation can be terminated with or without cause or notice, at any time, at the option of either the company or myself. _____initials

9. I understand that this application does not, by itself, create a contract of employment: 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.

Signature: _____ Date: _____