

# J&J Cedar Mill, Inc.

## Application for Employment

Date\_\_\_\_\_

### Pre-Employment Questionnaire

#### Equal Opportunity Employer

#### Personal Information:

Name (last name first)\_\_\_\_\_Date of birth\_\_\_\_\_

Present Address:\_\_\_\_\_City:\_\_\_\_\_State:\_\_\_\_\_

Phone no:\_\_\_\_\_Social security no:\_\_\_\_\_

Referred by:\_\_\_\_\_ **Employment Desired:**

Position:\_\_\_\_\_Date you can start:\_\_\_\_\_Salary desired:\_\_\_\_\_

Are you employed now?\_\_\_\_Yes\_\_\_\_No. If so may we inquire of your present employer?\_\_\_\_Yes\_\_\_\_No Are

you legally authorized to work in the US?\_\_\_\_Yes\_\_\_\_No.

Have you ever applied to this company before?\_\_\_\_Yes\_\_\_\_No.

#### Education:

| <u>NAME AND LOCATION OF SCHOOL</u> | <u>YEARS ATTENDED</u> | <u>DID YOU GRADUATE</u> | <u>SUBJECTS STUDIED</u> |
|------------------------------------|-----------------------|-------------------------|-------------------------|
|------------------------------------|-----------------------|-------------------------|-------------------------|

High School:\_\_\_\_\_

College:\_\_\_\_\_

Trade School:\_\_\_\_\_

#### General Information:

Subjects of special study:\_\_\_\_\_

Special training:\_\_\_\_\_

Special skills:\_\_\_\_\_

U.S. Military or Naval service:\_\_\_\_\_Rank:\_\_\_\_\_ 1

**Former Employers:** (list below last four employers, starting with most recent one first)

| Date           |                           |        |          |                    |
|----------------|---------------------------|--------|----------|--------------------|
| Month and year | Name & phone# of employer | salary | position | reason for leaving |
| From           |                           |        |          |                    |
| To             |                           |        |          |                    |
| From           |                           |        |          |                    |
| To             |                           |        |          |                    |
| From           |                           |        |          |                    |
| To             |                           |        |          |                    |
| From           |                           |        |          |                    |
| To             |                           |        |          |                    |

**Authorization:**

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or other wise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of J&J Cedar Mill, Inc. has any authority to enter into agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

This waiver does not permit the release or use of disability-related or medical information in any manner prohibited by the Americans with Disability Act (ADA) and other relevant federal and state laws.

**Date:** \_\_\_\_\_ **Signature** \_\_\_\_\_

Complete this form in its entirety and choose one of three ways to return to J&J Cedar Mill, Inc. By  
email: admin@jjcedarmill.com  
By fax: 207-429-9636  
By mail: P.O. Box 152, Bridgewater, ME 04735

We will be in contact with you after reviewing your application. Thank you for considering J&J Cedar Mill.