

DuvaSawko Employment Application Form

DuvaSawko considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital, or veteran status, or any other legally protected status. Applicants requiring reasonable accommodations to the application and/or interview process should notify a member of the Human Resources Department.

Position(s) Applied For: _____	Date of Application: _____
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Date Available for Work: _____ **Full Time** **Part Time**

What is your desired salary range? \$ _____ /HR **OR** \$ _____ /YR

Name _____ **Social Security #:** _____
FIRST LAST

Address _____

City _____ **State** _____ **Zip Code** _____

Daytime Telephone #: _____ **Evening Telephone #:** _____ **Cell Phone #:** _____

E-Mail Address: _____

How Did You Hear About Us?

- Advertisement
 Friend
 DuvaSawko Employee
 Employment Agency
 Walk-In
 Name of Employee: _____

If you are under 18 years old, can you provide required proof of your eligibility to work, such as work permit?
 Yes _____ No _____ If no, please explain: _____

Have you ever been employed by DuvaSawko before?
 Yes _____ No _____ If yes, when? (Mth/Yr) _____ Position Held: _____

Have you ever applied for a position with DuvaSawko before?
 Yes _____ No _____ If yes, when? (Mth/Yr) _____

Have you ever pled "guilty" or "no contest" to, or been convicted of, a crime?
 Yes _____ No _____ If yes, when? (Mth/Yr) _____

Please provide details: _____
 Answering YES to this question does not constitute an automatic bar to employment.

Are you bilingual? Yes _____ No _____ If yes, which language(s) are you fluent in?: _____

Employment History

Provide the following information of your past (4) employers, assignments, or volunteer activities, starting with most recent.

FROM: (MM/YY)	TO: (MM/YY)	EMPLOYER:	TELEPHONE:
Job Title:		Address:	
Immediate Supervisor and Title:		Nature of Work Performed & Job Responsibilities:	
May We Contact For Reference?		Reason for Leaving?	
Yes	No	Later	Salary? \$ _____ /HR OR \$ _____ /YR
FROM: (MM/YY)	TO: (MM/YY)	EMPLOYER:	TELEPHONE:
Job Title:		Address:	
Immediate Supervisor and Title:		Nature of Work Performed & Job Responsibilities:	
May We Contact For Reference?		Reason for Leaving?	
Yes	No	Later	Salary? \$ _____ /HR OR \$ _____ /YR

FROM: (MM/YY)	TO: (MM/YY)	EMPLOYER:	TELEPHONE:
Job Title:		Address:	
Immediate Supervisor and Title:		Nature of Work Performed & Job Responsibilities:	
May We Contact For Reference?		Reason for Leaving?	
Yes	No	Later	Salary? \$ /HR OR \$ /YR

FROM: (MM/YY)	TO: (MM/YY)	EMPLOYER:	TELEPHONE:
Job Title:		Address:	
Immediate Supervisor and Title:		Nature of Work Performed & Job Responsibilities:	
May We Contact For Reference?		Reason for Leaving?	
Yes	No	Later	Salary? \$ /HR OR \$ /YR

Educational Background:			
Name and Location	Years Completed	Graduated?	Course of Study / Degree

References:		
Name	Telephone	Years Known

I certify that all answers provided on this application are true and complete. I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to cancel further consideration of this application, or immediate termination from DuvaSawko whenever it is discovered.

I expressly authorize, without reservation, DuvaSawko, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me on the DuvaSawko application, resume, or job interview.

I understand that DuvaSawko does not unlawfully discriminate in employment and no questions on this application will be used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or Federal law.

I understand that this application remains current for 30 days. If I have not heard from DuvaSawko after 30 days, I must resubmit a new application for any additional job openings.

If I am hired, I understand that DuvaSawko is an "At Will Employer" in accordance with Florida state law. I have the right to resign at any time, and DuvaSawko reserves the right to terminate my employment at any time, with or without cause, except as may be required by law.

I also understand that if I am hired, I must provide proof of identity and legal citizenship in the United States.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

I certify that I have read, fully understand and accept all terms of the foregoing applicant statement.

Signature: _____ Date: _____