



## APPLICATION FOR EMPLOYMENT

*JACO is an Equal Opportunity Employer - All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

### PERSONAL INFORMATION

*Please complete all fields. Incomplete information could disqualify you from further consideration.*

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Last Name First Name Middle Name

Address \_\_\_\_\_  
Street City State Zip

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Do you have a valid unrestricted TN Driver's License \_\_\_ Yes \_\_\_ No Driver's License No. \_\_\_\_\_

Are you eligible to work in the U.S.? \_\_\_ Yes \_\_\_ No Social Security Number \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

*Conviction of a felony does not necessarily preclude your employment.*

### EMPLOYMENT DESIRED

Position desired \_\_\_\_\_ Date available to start \_\_\_\_\_

Full-Time \_\_\_ Part-Time \_\_\_ Are you willing to accept another position? \_\_\_ Yes \_\_\_ No

Which of the following shifts are you willing to work? \_\_\_ Days \_\_\_ Nights \_\_\_ Weekends

Please list any specific limits of your availability: \_\_\_\_\_

Do you limit your annual earnings due to Social Security or other reasons?

If so, what is the maximum amount you wish to earn? \_\_\_\_\_

How did you hear about the position? \_\_\_ Social Media \_\_\_ Website \_\_\_ Referral \_\_\_ Other

*If referral, please complete the referral page included in the application.*

Have you ever previously worked for JACO? \_\_\_ Yes \_\_\_ No

If yes, please explain: \_\_\_\_\_

Are you able to perform the essential functions of the job for which you are applying, without endangering yourself, other employees or clients? \_\_\_ Yes \_\_\_ No

**EMPLOYMENT HISTORY (Continued)**

<u>Company Name</u>		<u>Dates Employed (From - To)</u>	
<u>Address (Street, City, State, Zip Code)</u>		<u>Phone</u>	
<u>Supervisor's Name and Title</u>	<u>Position Title</u>	<u>Starting Pay</u>	<u>Ending Pay</u>
<u>Job Description &amp; Responsibilities</u>			
<u>Reason for Leaving</u>			
<u>May we contact? If no, please explain.</u> <input type="checkbox"/> Yes <input type="checkbox"/> No			

<u>Company Name</u>		<u>Dates Employed (From - To)</u>	
<u>Address (Street, City, State, Zip Code)</u>		<u>Phone</u>	
<u>Supervisor's Name and Title</u>	<u>Position Title</u>	<u>Starting Pay</u>	<u>Ending Pay</u>
<u>Job Description &amp; Responsibilities</u>			
<u>Reason for Leaving</u>			
<u>May we contact? If no, please explain.</u> <input type="checkbox"/> Yes <input type="checkbox"/> No			

**PLEASE READ CAREFULLY BEFORE SIGNING**

JACO A is an equal opportunity employer. JACO A does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for JACO A to hire me. If I am hired, I understand that either JACO A or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of JACO A has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to JACO A true and complete information on this application. No requested information has been concealed. I authorize JACO A to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date \_\_\_\_\_ Signature \_\_\_\_\_

***THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE SIGNED/DATED ABOVE.***

**SIGN-ON BONUS**

*Sign-On and Referral Bonuses applicable only to "new" employees.*

A sign-on bonus of three-hundred and fifty (\$500) is payable to you in one (1) installment. The bonus will be paid to you on the pay period following 180 days of your employment, contingent upon meeting satisfactory performance standards.

**REFERRAL BONUS**

Please fill out the following if you were referred by a current JACO A employee to apply for this position. Please only list one name:

I was referred by \_\_\_\_\_ to apply for a position with JACO A.  
(Print Name)

I understand that by listing their name, they are potentially eligible to receive a referral bonus should I be offered a position and complete 180 days of employment and maintain satisfactory performance with JACO A.

Date \_\_\_\_\_ Signature \_\_\_\_\_