

Unyeway Inc
An Equal Opportunity Employer

2330 Main Street, Suite E

Ramona. CA 92065-2595

(760) 789-5960

EMPLOYMENT APPLICATION

Please type or print clearly, answer all questions, and sign and date the Applicant Agreement.

Date: _____

Name: _____ Social Security # : _____

Present Address: _____ City _____ State _____ Zip Code _____

Telephone Number: (Home) _____ (Business) _____

Position(s) Applying For: _____ Referred by: _____

Are you at least 18 years old? Yes ___ No ___ Indicate Availability: Part Time Full time

Have you ever been employed by Unyeway, Inc.? Yes ___ No ___

Have you ever applied for a position with Unyeway, Inc.? Yes ___ No ___ If yes, when?

Do you have a legal right to work in the U.S.? Yes ___ No ___ NOTE: If hired, proof must be provided.

Have you ever been convicted of a felony crime? Yes ___ No ___ If yes, list: _____

NOTE: A felony conviction will not necessarily disqualify you for employment.

If hired, you will be required to have fingerprints filed with the Department of Justice.

Name and relationship of any relatives presently working for Unyeway: _____

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodations? Yes ___ No ___

If necessary, please describe the functions that cannot be performed:

EDUCATION/TRAINING

NOTE: Only include education/training that demonstrates your qualifications for this job, beginning with the most recent and work back. Education/Training may be full time or part time.

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 GED Exam: Yes ___ No ___

College: 1 2 3 4 Post Graduate: 1 2 3 4

College or University Attended	Location	Did you graduate?	Course of Study	No. of Years Completed	Degree or Diploma
College					
High School Attended					
Vocational/Other Training					

Employment History:

List below all previous employers starting with your present or most recent position (**last 10 years is sufficient**). **Start with your most recent employer.** Please account for any periods of unemployment. Since we make effort to contact previous employers, the correct telephone numbers of past employers are critical.

NOTE: You must complete this section even if attaching a resume.

Name of Company: _____
Name of Supervisor: _____
Address: _____
 Street City State Zip Code
Telephone Number: _ (____) _____
Position and Duties: _____

Starting Date of Employment: _____ Ending Date of Employment: _____
Starting Rate of Pay: _____ Ending Rate of Pay: _____
Reason For Leaving: _____

Name of Company: _____
Name of Supervisor: _____
Address: _____
 Street City State Zip Code
Telephone Number: _ (____) _____
Position and Duties: _____

Starting Date of Employment: _____ Ending Date of Employment: _____
Starting Rate of Pay: _____ Ending Rate of Pay: _____
Reason For Leaving: _____

Name of Company: _____
Name of Supervisor: _____
Address: _____
 Street City State Zip Code
Telephone Number: _ (____) _____
Position and Duties: _____

Starting Date of Employment: _____ Ending Date of Employment: _____
Starting Rate of Pay: _____ Ending Rate of Pay: _____
Reason For Leaving: _____

Name of Company: _____
Name of Supervisor: _____
Address: _____
Street City State Zip Code
Telephone Number: _(____)_____
Position and Duties: _____

Starting Date of Employment: _____ Ending Date of Employment: _____
Starting Rate of Pay: _____ Ending Rate of Pay: _____
Reason For Leaving: _____

May we contact the above employers for reference? Yes _____ No _____

- It is Unyeway, Inc.'s policy to employ, promote, terminate, and otherwise treat any and all employees, volunteers, and job applicants on the basis of merit, qualifications, and competence. This policy shall be applied without regard to any individual's race, color, religious creed, national origin, ancestry, physical or mental disability, medical condition, marital status, sex, gender, sexual orientation, veteran status, and political activity.
- It is Unyeway, Inc.'s policy to not retaliate against anyone who files a discrimination complaint.
- It is Unyeway, Inc.'s policy to promote and encourage cultural diversity and sensitivity.
- In accordance with applicable federal and state law protecting qualified individuals with known disabilities, Unyeway, Inc. will attempt to reasonably accommodate those individuals needing accommodations to perform their position unless doing so would create an undue hardship on Unyeway, Inc.
- Unyeway, Inc. is an at-will employer and conducts pre-employment drug screening.

APPLICANT AGREEMENT

Initials I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or any document used to secure employment shall be grounds for rejection or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials I hereby authorize Unyeway, Inc. to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to Unyeway, Inc. any and all letters, reports and other information related to my work records without giving me prior notice of such disclosure. In addition, I hereby release Unyeway, Inc., my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure. I also understand that if I am hired for a position at Unyeway, Inc. my employment will be contingent upon passing a fingerprint clearance and a pre-employment drug screen.

Initials I understand that nothing contained in the application or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Unyeway, Inc. In addition, I understand that my employment at Unyeway, Inc. is at will, and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Unyeway, Inc., and that no promises or representations contrary to the foregoing are binding on Unyeway, Inc. unless made in writing and signed by me and Unyeway's designated representative.

Applicant's Signature Date

PROFESSIONAL REFERENCES

List below the names of three persons not related to you, whom you have known for at least one year, who could tell us about your qualifications.

Name	Address	Occupation	Phone Number	Years Known
1.				
2.				
3.				

DMV CHECK

ANY OFFER OF EMPLOYMENT MAY BE CONDITIONAL UPON A SUCCESSFUL DMV CHECK.

CA DRIVER'S LICENSE NUMBER: _____ EXP. DATE: _____

IS THERE ANY REASON YOU WOULD NOT BE ABLE TO TRANSPORT UNYEWAY PERSONNEL AND/OR EQUIPMENT IF REQUIRED? YES ___ NO ___ IF YES, PLEASE EXPLAIN:

APPLICANT'S SIGNATURE

DATE