

Employment History (continued)

FROM	TO	EMPLOYER	TELEPHONE
JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR & TITLE		SUMMARIZE NATURE OF WORK PERFORMED & JOB RESPONSIBILITIES	
REASON FOR LEAVING		HOURLY RATE/SALARY	
		START \$	PER FINAL \$ PER

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		START \$	PER FINAL \$ PER

Skills and Qualifications

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

Educational Background IF JOB RELATED

NAME AND LOCATION	YEARS COMPLETED	DID YOU GRADUATE?		COURSE OF STUDY
HIGH SCHOOL				
COLLEGE		MAJOR	DEGREE	
OTHER				

References

NAME	TELEPHONE	YEARS KNOWN
	()	
	()	
	()	

- I UNDERSTAND THAT IF I AM EMPLOYED, ANY MISREPRESENTATION OR MATERIAL OMISSION MADE BY ME IN THIS APPLICATION WILL BE SUFFICIENT CAUSE FOR CANCELLATION OF THIS APPLICATION OR IMMEDIATE DISCHARGE FROM THE EMPLOYER'S SERVICE, WHENEVER IT IS DISCOVERED.
- I GIVE THE EMPLOYER THE RIGHT TO CONTACT AND OBTAIN INFORMATION FROM ALL REFERENCES, EMPLOYERS, EDUCATIONAL INSTITUTIONS AND TO OTHERWISE VERIFY THE ACCURACY OF THE INFORMATION CONTAINED IN THIS APPLICATION. I HEREBY RELEASE FROM LIABILITY THE EMPLOYER AND ITS REPRESENTATIVES FOR SEEKING, GATHERING AND USING SUCH INFORMATION AND ALL OTHER PERSONS, CORPORATIONS OR ORGANIZATIONS FOR FURNISHING SUCH INFORMATION.
- THE EMPLOYER DOES NOT UNLAWFULLY DISCRIMINATE IN EMPLOYMENT AND NO QUESTION ON THIS APPLICATION IS USED FOR THE PURPOSE OF LIMITING OR EXCUSING ANY APPLICANT FROM CONSIDERATION FOR EMPLOYMENT ON A BASIS PROHIBITED BY LOCAL, STATE OR FEDERAL LAW.
- THIS APPLICATION IS CURRENT FOR ONLY 60 DAYS. AT THE CONCLUSION OF THIS TIME, IF I HAVE NOT HEARD FROM THE EMPLOYER AND STILL WISH TO BE CONSIDERED FOR EMPLOYMENT, IT WILL BE NECESSARY TO FILL OUT A NEW APPLICATION.
- IF I AM HIRED, I UNDERSTAND THAT I AM FREE TO RESIGN AT ANY TIME, WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, AND THE EMPLOYER RESERVES THE SAME RIGHT TO TERMINATE MY EMPLOYMENT AT ANY TIME, WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, EXCEPT AS MAY BE REQUIRED BY LAW. THIS APPLICATION DOES NOT CONSTITUTE AN AGREEMENT OR CONTRACT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OR DEFINITE DURATION. I UNDERSTAND THAT NO REPRESENTATIVE OF THE EMPLOYER, OTHER THAN AN AUTHORIZED OFFICER, HAS THE AUTHORITY TO MAKE ANY ASSURANCES TO THE CONTRARY. I FURTHER UNDERSTAND THAT ANY SUCH ASSURANCES MUST BE IN WRITING AND SIGNED BY AN AUTHORIZED OFFICER.
- I UNDERSTAND IT IS THE COMPANY'S POLICY NOT TO REFUSE TO HIRE A QUALIFIED INDIVIDUAL WITH A DISABILITY BECAUSE OF THAT PERSON'S NEED FOR A REASONABLE ACCOMMODATION AS REQUIRED BY THE ADA.
- I ALSO UNDERSTAND THAT IF I AM HIRED, I WILL BE REQUIRED TO PROVIDE PROOF OF IDENTITY AND LEGAL WORK AUTHORIZATION.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions.

Signature of
Applicant _____

Date _____ / _____ / _____



APPLICANT NAME: _____ **DATE:** _____

Please fill out this questionnaire and return with completed application.

- 1) **Tell us about you? What do you like about yourself?**
- 2) **What do you know about Tipton Hurst?**
- 3) **Tell me about your last/present job?**
 - What are/were your responsibilities?
 - What would your last/present boss tell me about you?
 - What did you like the most?
 - What did you like the least?
 - Why are you/did you leave?
- 4) **What is your strongest point?**
- 5) **What is your weakest point?**
- 6) **What are your goals? Where do you see yourself in the next five years?**
- 7) **In the past three years, what part of your professional skill set have you improved the most?**
- 8) **Give me an example of one of your best efforts on the job, something that made you proud.**
- 9) **How do you manage stress?**
- 10) **What experience do you feel you can bring to T&H?**
- 11) **Do you have any problem working additional holiday hours and/or Saturdays?**
- 12) **Do you have any responsibilities that might conflict with job attendance?**
- 13) **What have you found is the best way to sway someone to your point of view?**
- 14) **If you stayed with your current company, what would your next move be?**

15) **Take me through a time when you took a product or project from start to finish.**

16) **Explain how you make tough decisions.**

17) **Describe how you work under tough managers or with tough co-workers?**

19) **In a team environment, are you a motivator, a player, a leader, or an enthusiast?**

20) **As a new employee, what do you do to gain respect from your peers?**

21) **What is your definition of working too hard?**

22) **What are you looking for in a job with our company?**

Disclaimer: All employees at Tipton Hurst must be capable of lifting, bending, carrying a bucket full of flowers, climbing stairs and be able to stand on your feet for extended periods of time, would you be to do this with or without reasonable accommodation?

BENEFITS: INSURANCE
FLEX-PAY
PRO-PAY
PAY PERIODS
DRESS CODE
VACATION
HOLIDAY HOURS
SCHEDULE (WEEKENDS)

COMMENTS: _____

