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Phone: (605) 334-7900

APPLICATION FOR EMPLOYMENT

NOTICE: Carlson & Stewart requires that applicants personally request employment applications. No third party requests will be accepted.

Carlson & Stewart Refrigeration, Inc. ("Carlson & Stewart") is an equal employment opportunity employer and will not discriminate against any applicant or employee on any grounds protected under federal, state, or local law, including race, color, creed, religion, age, sex, national origin, ancestry, marital status, handicap, disability related to pregnancy or childbirth, membership or activity in any local commission, or status regarding public assistance, membership or non-membership in any labor organization, or any other characteristic protected under federal, state or local law.

If you are hired by Carlson & Stewart, you will be employed on an at-will basis. As an at-will employee, you may terminate your employment at any time, for any reason, without notice. Similarly, if you are hired, Carlson & Stewart will have the right to terminate your employment at any time, for any reason, without prior notice.

Answer All Questions Completely - - Please Print - - Be Sure To Complete ALL Applicable Pages! Failure to provide complete and accurate responses to all questions, will disqualify you from consideration for employment with Carlson & Stewart Refrigeration, Inc.

Name _____ Current Date _____
First Middle Last

Address: _____ City: _____ State _____ Zip _____

Home Phone No. _____ Cell Phone No. _____

Email Address _____ How did you hear of the position? _____

Do you have a current, valid and unrestricted driver's license? Yes No

Have you received a DWI, DII, or Unsafe Driving Violation within the last two years? Yes No

If yes, please explain _____

Driver's License#: _____ State _____

* * *

Have you ever been known by an alias or another name? Yes No If yes, what? _____

If hired, can you furnish proof that you are 18 years of age, or older? Yes No If no, please explain: _____

If hired, can you furnish proof that you are eligible to work in the United States? Yes No If no, please explain: _____

Have you ever worked for Carlson & Stewart before? Yes No If Yes, when? _____

Reason for leaving? _____

What position are you applying for? _____

Are you available to work: Full Time Part Time Temporary Days Nights Weekends All

Date you can start _____ Desired Wage \$ _____

EDUCATION

EDUCATION	NAME AND LOCATION OF SCHOOL	NO. OF YEARS	DID YOU GRADUATE?	MAJOR
High School				
College				
Trade School				
Business or Correspondence				

Have you attended any other short courses or seminars on subjects related to your desired position? Yes No

If Yes, please list _____

Do you have any other skills which may be applicable to your desired position? _____

* * *

Have you ever worked in a position similar to the one for which you are applying? Yes No

Where? _____

If experienced in using tools or equipment which might be helpful for your desired position, please list: _____

Where have you gained this experience? _____

Are you acquainted with anyone who is or was employed by Carlson & Stewart? Yes No Who? _____

* * *

WORK HISTORY

List all employers during the last 10 years, in order, with the present employer first.
If more space is needed, add additional page.

Dates of Employment: From: _____ To: _____

Employer's Name & Full Address: _____

Phone Number: _____ Position _____ Starting Pay: _____

Final Pay: _____ Supervisor's Name: _____ Duties: _____

Reason for leaving: _____

* * *

Dates of Employment: From: _____ To: _____

Employer's Name & Full Address: _____

Phone Number: _____ Position _____ Starting Pay: _____

Final Pay: _____ Supervisor's Name: _____ Duties: _____

Reason for leaving: _____

Dates of Employment: From: _____ To: _____

Employer's Name & Full Address: _____

Phone Number: _____ Position _____ Starting Pay: _____

Final Pay: _____ Supervisor's Name: _____ Duties: _____

Reason for leaving: _____

* * *

Dates of Employment: From: _____ To: _____

Employer's Name & Full Address: _____

Phone Number: _____ Position _____ Starting Pay: _____

Final Pay: _____ Supervisor's Name: _____ Duties: _____

Reason for leaving: _____

* * *

Dates of Employment: From: _____ To: _____

Employer's Name & Full Address: _____

Phone Number: _____ Position _____ Starting Pay: _____

Final Pay: _____ Supervisor's Name: _____ Duties: _____

Reason for leaving: _____

* * *

List all periods of unemployment: From: _____ To: _____ From: _____ To: _____

How did you spend this time? (Use a separate page if necessary) _____

Have you ever been discharged by an employer? Yes No If yes, please explain: _____

* * *

You may be assigned to varied duties from time to time if hired. Is there any work you will not perform?

Yes No If yes, please explain: _____

May we contact the employers listed above? Yes No If no, please explain: _____

REFERENCES

Give the names of three persons not related to you whom you have known at least one year.

INDIVIDUAL'S NAME	PHONE	COMPLETE ADDRESS	TYPE OF BUSINESS	YEARS KNOWN
1.				
2.				
3.				

Carlson & Stewart requires that it's employees be available for work throughout the upper Midwest as work requires. Are you prepared to work, including overnight stays, wherever Carlson & Stewart may assign you? Yes No

If no, please explain: _____

If you are made an offer of employment, do you plan to work for any other employer or engage in self-employment during the period of employment with Carlson & Stewart?

Yes No If yes, please explain: _____

Carlson & Stewart has policies on Sexual Harassment and Equal Employment Opportunity, policies which require employees to perform all assigned work and mandatory overtime, policies requiring wage or salary deduction authorizations by employees for employer property, debts or monies not returned or repaid, an at-will employment policy, solicitation and distribution policies and policies requiring employees to observe all standards of conduct, policies and work rules of Carlson & Stewart, and for certain employees, no-competition agreement requirements.

Do you agree, if hired, to comply with these and all other current or subsequently adopted Carlson & Stewart policies and requirements?

Yes No

* * *

PLEASE READ AND SIGN

(If you agree)

By my signature below, I promise that the information provided in the employment application (and accompanying resume, documentation or interview, if any) is true and complete, and I understand that any false or misleading information or significant omissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment, if discovered at a later date. I agree to immediately notify Carlson & Stewart if I should be convicted or plead guilty to a felony, or any other crime involving dishonesty or a breach of trust while my job application is pending, or during my period of employment if hired.

I authorize any person, school, current employer (except as previously noted), past employer(s), and organizations named in this application form (and accompanying resume, if any) to provide Carlson & Stewart with any information and opinion requested by Carlson & Stewart in connection with any application, and I release such person and organizations from any legal liability in making such statements.

I UNDERSTAND THAT THIS APPLICATION DOES NOT CREATE A CONTRACT OF EMPLOYMENT. I UNDERSTAND THAT, IF HIRED, IT WILL BE CONTINGENT ON PROVIDING MEDICAL HISTORY AND PASSING A PHYSICAL EXAMINATION AND BACKGROUND CHECK, WHICH WILL INCLUDE CONTROLLED SUBSTANCE AND/OR ALCOHOL SCREENING. I UNDERSTAND IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD OF TIME, AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES OR SALARY, BE TERMINATED AT ANY TIME, FOR ANY REASON, WITH OR WITHOUT NOTICE. I UNDERSTAND THAT NO PERSON IS AUTHORIZED TO CHANGE ANY OF THE TERMS MENTIONED IN THIS EMPLOYMENT APPLICATION.

Applicant's Signature: _____ Date: _____