



EMPLOYMENT APPLICATION

14600 S. Post Oak Rd. Houston, TX 77045

713-433-9944

www.southpostoakrecycling.com

TODAY'S DATE: _____

PERSONAL INFORMATION

FULL NAME: _____
Last First Middle

CONTACT: _____
Phone Email Address (Optional)

ADDRESS: _____
Street City State Zip Code

SOCIAL SECURITY NO. _____ If hired, are you 18 years of age or older? Yes No

Have you ever applied to South Post Oak Recycling Center? **Yes No** If yes, when? _____

Do you know anyone who works for South Post Oak Recycling Center?
Yes No If yes, name(s) _____

Do you have reliable transportation? **Yes No**

Will you submit to a pre-employment physical? **Yes No**

If hired will you submit to and pass a controlled substance test? **Yes No**

Have you ever been convicted of a criminal offense? **Yes No** If yes, state the criminal offense and where you were convicted.

Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, surrounding circumstances and relevance of the offense to the position(s) applied for may, however, be considered.

DESIRED EMPLOYMENT

Position you are applying for: _____ Date available to start work: _____

Part Time Full-time
 Total Hours per week: _____

M	T	W	TH	F	S

Why do you want to work at South Post Oak Recycling Center? **(SPORC)**

CURRENT EMPLOYER

Are you currently employed? **Yes No** If yes, what is your current occupation?

Current Employer _____
Name Street City State Zip Code Telephone

Name of Supervisor _____ May we contact your current employer? **Yes No**

Current Salary \$ _____

EMPLOYMENT HISTORY

Please give accurate and complete information. Start present or most recent employer, including self-employment, part time work, military employment, and any work performed on a volunteer basis. Account for your entire employment history, including significant gaps in employment. All information must be included, even if you are attaching a resume.

Employer		Work Performed
Address (Street, City, State)		
Telephone number		
Job Title	Supervisor	
Reason for Leaving		
Dates Employed	Salary	

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Employer		Work Performed
Address (Street, City, State)		
Telephone number		
Job Title	Supervisor	
Reason for Leaving		
Dates Employed	Salary	
Employer		Work Performed
Address (Street, City, State)		
Telephone number		
Job Title	Supervisor	
Reason for Leaving		
Dates Employed	Salary	

PROFESSIONAL REFERENCES

Provide **complete details** on references from previous employers. **NOTE: A reference should not be an immediate family member.**

Name	Work Relationship	Years Known	Email Address	Phone Number

I certify that what is written is true and accurate.

SIGNATURE _____ DATE _____

EDUCATION

Circle highest grade completed: Elementary/Middle 6 7 8 High School 9 10 11 12 College 13 14 15 16 17 18(+)

List all, whether or not degree was obtained:

	Name of School	Location (City, State)	Field of Study	Degree	Received?
HIGH SCHOOL					Yes / No
HIGH SCHOOL					Yes / No
COLLEGE					Yes / No

MILITARY

Branch	Rank	Total Years of Service

ADDITIONAL INFORMATION

Do you speak or understand any language(s) other than English? Yes No

If yes, which language(s)? How fluent would you consider yourself? _____

What **skills** and **experience** do you have to offer here at SPORC?

READ CAREFULLY BEFORE SIGNING, THESE REPRESENT SIGNIFIGNANT MATTERS IN CONNECTION WITH YOUR APPLICATION.
YOUR WRITTEN AUTHORIZATION IS NECESSARY FOR COMPLETION OF THE APPLICATION PROCESS.

I certify that the statements and information furnished by me in this application and in any other document as part of the application process are true and correct. I understand that omitted, false or misstated statements on this application or any other document submitted as part of the application process are grounds for refusal to hire, or dismissal, regardless of when the Company becomes aware of the omitted, falsified, or misstated information.

I, _____, hereby authorize South Post Oak Recycling Center to investigate my background and qualifications for purposes of evaluating whether I am qualified for the position for which I am applying. I understand that South Post Oak Recycling Center will utilize firm or firms to assist in checking such information, and I specifically authorize such an investigation by information services entities of the company's choice. I also understand that I may withhold my permission and that in such a case, no investigation will be done, and my application for employment will not be processes further.

MY SIGNATURE CERTIFIES THAT I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS

SIGNATURE OF APPLICANT:

DATE:

APPLICANT NAME (Print)
