

## **EMPLOYMENT APPLICATION**

#### WE ARE AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

It is the policy of the RKN Transportation to afford equal employment opportunity to all qualified persons regardless of race, color, religious creed, national origin, age, military status, sexual orientation, disability, genetic information, gender identity, gender expression or gender unless based upon a bona fide occupational qualification.

|   | PE                  | RSONAL INFORMA                                 | ATION            |                |          |  |
|---|---------------------|--|------------------|----------------|----------|--|
| First Name  | Middle In           | itial  | Last Name        |                |          |  |
| Home Telephone Number   | Personal Cell l     | Phone Number                                   | Email Address    | 3              |          |  |
|   |                     |  |                  |                |          |  |
| Mailing Address   |                     |  |                  |                |          |  |
| Street  |                     | City   | State            |                | Zip Code |  |
| Home Address - if different from mailin   | g address           |  |                  | <u> </u>       |          |  |
| Street  |                     | City   | State            |                | Zip Code |  |
| Are you authorized to work in the U.S. on an unrestricted basis? YES NO   |                     |  |                  |                |          |  |
| Are you 18 years or older? YES NO   |                     |  |                  |                |          |  |
| Who referred you?   |                     |  |                  |                |          |  |
| <ul> <li>□ Current Employee Name</li> <li>□ Employment Agency</li> <li>□ Newspaper advertisement</li> <li>□ Other:</li> </ul> |                     |  |                  |                |          |  |
|   |                     |  |                  |                |          |  |
|   | DRIV                | VING RECORDS HIS                               | STORY            |                |          |  |
| Position Applying for:  | How soon can you st | How soon can you start if a job offer is made? |                  |                |          |  |
| How long as you had your license?   |                     |  |                  |                |          |  |
| Have you worked for the RKN transportation?  NO YES Dates:  Starting salary desired   |                     |  |                  |                |          |  |
| Are you available for full time work?   | YES NC              | Are you available fo                           | r part time work | ? YES          | NO       |  |
| In addition to your work history, what o  | ther experiences    | s, skills or qualifications wo                 | ould qualify you | for this work? |          |  |



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| EDUCATION              |                     |       |                      |                     |        |                              |
|------------------------|---------------------|-------|----------------------|---------------------|--------|------------------------------|
| Name of School         | City                | State | Main Course of Study | Did you<br>Graduate | Degree | Years<br>Attended<br>(Dates) |
|                        |                     |       |                      |                     |        |                              |
|                        |                     |       |                      |                     |        |                              |
|                        |                     |       |                      |                     |        |                              |
| List any additional ed | ucation or training | 3     |                      |                     |        |                              |
|                        |                     |       |                      |                     |        |                              |
|                        |                     |       |                      |                     |        |                              |

### PROFESSIONAL REFERENCES

(not personal)

| Name | Address | Occupation | Telephone Number | Years<br>Acquainted |
|------|---------|------------|------------------|---------------------|
|      |         |            |                  |                     |
|      |         |            |                  |                     |
|      |         |            |                  |                     |
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|                           |      | <b>EMPLOYM</b> | MENT HISTO | RY             |          |      |    |
|---------------------------|------|----------------|------------|----------------|----------|------|----|
| Are you employed now? Yes | No   |                |            |                |          |      |    |
| Company Name              |      | Telephone      |            | May we contac  | et?      | Yes  | No |
| Street Address            | City |                | State      |                | Zip      | Code |    |
|                           |      |                | 1          |                |          |      |    |
| Job Title                 |      |                | Supervisor |                |          |      |    |
| Specific Duties           |      |                | •          |                |          |      |    |
|                           |      |                |            |                |          |      |    |
| Dates Employed From:      | To:  |                |            |                |          |      |    |
| Reason for Leaving        |      |                |            |                |          |      |    |
| Company Name              |      | Telephone      |            | May we contac  | et?      | Yes  | No |
| Street Address            | City |                | State      |                | Zip      | Code |    |
| Job Title                 |      |                | Supervisor |                |          |      |    |
| Specific Duties           |      |                |            |                |          |      |    |
|                           |      |                |            |                |          |      |    |
| Dates Employed From:      | To:  |                |            |                |          |      |    |
| Reason for Leaving        |      |                |            |                |          |      |    |
| Company Name              |      | Telephone      |            | May we contact | et?      | Yes  | No |
| Street Address            | City |                | State      |                | Zip      | Code |    |
| Job Title                 |      |                | Supervisor |                | <u> </u> |      |    |
| Specific Duties           |      |                |            |                |          |      |    |
|                           |      |                |            |                |          |      |    |
| Dates Employed From:      | To:  |                |            |                |          |      |    |
| Reason for Leaving        |      |                |            |                |          |      |    |
|                           |      |                |            |                |          |      |    |

# PRE-EMPLOYMENT PHYSICAL & DRUG SCREENING NOTICE PLEASE READ BEFORE SIGNING

| If an offer of employment is made to you, RKN Transportation may specify that it is                  |
|--|
| contingent upon the results of a medical exam. I freely and voluntarily agree to submit to a pre-    |
| employment physical and/or drug screen, as it relates to the requirements of a specific job, as part |
| of my pre-employment application to RKN Transportation. I understand that either refusal to          |
| submit to such screening or failure to qualify according to the minimum standards established by     |
| the RKN Transportation for this screening may disqualify me from further                             |
| consideration for employment. Further, I understand that any positive drug test results will be      |
| communicated in a confidential manner.   |

| I hereby acknowledge that I have read in full and understand the above statements. |      |  |  |
|--|------|--|--|
|  |      |  |  |
| Signature of Applicant   | Date |  |  |
| Printed Name   |      |  |  |