

NIECE EQUIPMENT/ NIEMCO/ NIECE PRODUCTS OF KANSAS

Employment Application / Solicitante de Empleo

APPLICANT INFORMATION/ INFORMACION DEL SOLICITANTE

Last Name/ Apellido(s) _____ First Name/ Nombre _____ M.I. _____ Date/ Fecha _____

Street Address/ Dirección _____ Apartment/ Unit#/ Número _____

City/ Ciudad _____ State/ Estad _____ Zip/ Código Postal _____
()

Phone/ Teléfono _____ Email Address/ Dirección de correo electrónico _____
\$

Date Available/ Fecha Disponible _____ Social Security No./ Número de la seguridad social _____ Desired Salary/ Salario Deseado _____

Position Applied for/ Posición que solicita _____

Are you a citizen of the United States? Yes No If so, when? _____
(¿Es usted un ciudadano de Los Estados Unidos?) (Si) (Si es así, ¿Cuándo?)

If no, are you authorized to work in the U.S.? Yes No Have you ever been convicted of a felony? Yes No
(¿Si no, estás autorizado para trabajar in el U.S.?) (Si) (¿Alguna vez ha sido condenado por un delito grave?) (Si)

Have you ever worked for this company? Yes No If yes, explain? _____
(¿Alguna vez ha trabajado para esta compañía?) (Si) (In caso afirmativo, explique)

EDUCATION/ EDUCACIÓN

High School _____ Address _____
(Escuela Primaria) (Dirección)

From _____ To _____ Did you graduate? Yes No Degree _____
(Desde) (Hasta) (¿Te graduaste?) (Grado)

College _____ Address _____
(Colegio) (Dirección)

From _____ To _____ Did you graduate? Yes No Degree _____
(Desde) (Hasta) (¿Te graduaste?) (Grado)

Other _____ Address _____
(Otro) (Dirección)

From _____ To _____ Did you graduate? Yes No Degree _____
(Desde) (Hasta) (¿Te graduaste?) (Grado)

REFERENCES/ REFERENCIAS

Please list three professional references

(Por favor, enumere tres referencias profesionales)

Full Name _____ Relationship _____
(Nombre Completo) (Relación)

Company _____ Phone number _____
(Empresa) (Teléfono)

Address _____

Full Name _____ Relationship _____
(Nombre Completo) (Relación)

Company _____ Phone number _____
(Empresa) (Teléfono)

Address _____

Full Name _____ Relationship _____
(Nombre Completo) (Relación)

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Company _____ Phone number _____
(Empresa) (Teléfono)
Address _____
(Dirección)

PREVIOUS EMPLOYMENT/ EMPLEO ANTERIOR

Company _____ Phone Number () _____
(Empresa) (Teléfono)
Address _____ Supervisor _____
(Dirección)

Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
(Titulo de Empleo) (Sueldo Inicial) (Terminando Salario)

Responsibilities _____
(Responsabilidades)

From _____ To _____ Reason for leaving _____
(Desde) (Hasta) (Razón de irse)

May we contact your previous supervisor for a reference? Yes No
(¿Podemos ponernos en contacto con su supervisor para una referencia?) (Si)

Company _____ Phone Number () _____
(Empresa) (Teléfono)
Address _____ Supervisor _____
(Dirección)

Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
(Titulo de Empleo) (Sueldo Inicial) (Terminando Salario)

Responsibilities _____
(Responsabilidades)

From _____ To _____ Reason for leaving _____
(Desde) (Hasta) (Razón de irse)

May we contact your previous supervisor for a reference? Yes No
(¿Podemos ponernos en contacto con su supervisor para una referencia?) (Si)

Company _____ Phone Number () _____
(Empresa) (Teléfono)
Address _____ Supervisor _____
(Dirección)

Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
(Titulo de Empleo) (Sueldo Inicial) (Terminando Salario)

Responsibilities _____
(Responsabilidades)

From _____ To _____ Reason for leaving _____
(Desde) (Hasta) (Razón de irse)

May we contact your previous supervisor for a reference? Yes No
(¿Podemos ponernos en contacto con su supervisor para una referencia?) (Si)

MILITARY SERVICE/ SERVICIO MILITAR

Branch _____ From _____ To _____
(Sucursal) (Desde) (Hasta)

Rank at Discharge _____ Type of Discharge _____
(Posición en el alta) (Tipo de descarga)

If other than honorable, explain _____
(Si no honorable, explicar)

DISCLAIMER & SIGNATURE/ DESCARGO DE RESPONSABILIDAD Y FIRMA

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Certifico que mis respuestas son verdaderas y completas a lo mejor de mi conocimiento.

Si esta aplicación conduce al empleo, entiendo que cualquier información falsa o engañosa en mi solicitud o entrevista puede resultar en mi liberación.

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Signature _____

(Firma)

Print Name _____

(Imprimir Nombre)

Date _____

(Fecha)

AUTHORIZATION AND RELEASE TO OBTAIN INFORMATION

Under the provisions of the Fair Credit Reporting Act, 15 USC, Section 1681 et seq., the Americans with Disabilities Act and all applicable federal, state, and local laws, I hereby authorize and permit Niece Equipment/ NIEMCO/ Niece Products of Kansas (hereafter "NIECE") to obtain a consumer report and/or an investigative consumer report which may include the following:

1. My employment records.
2. Records concerning any driving, criminal history, credit history, civil record, workers' compensation and drug testing.
3. (For company vehicle drivers only) in accordance with the Department of Transportation Motor Carrier Safety Regulations, Section 382.413, information concerning alcohol and controlled substances for the past 2 years.
4. Verification of my academic and/or professional credentials, and information and/or copies of documents from any military service records.

I understand that an "investigative consumer report" may include information as to my character, general reputation, personal characteristics, and mode of living which may be obtained by interviews with individuals with whom I am acquainted or who may have knowledge concerning any such items of information.

I agree that a copy of this authorization has the same effect as an original.

I hereby release and hold harmless any person, firm, or entity that discloses matters in accordance with this authorization, as well as NIECE from liability that might otherwise result from the request for use of and/or disclosure of any and all of the foregoing information.

I understand and acknowledge the under provision of the Fair Credit Reporting Act I may request a copy of any consumer report from the consumer reporting agency that compiled the report, after I have provided proper identification.

I hereby authorize NIECE to obtain and prepare an investigative consumer report as set forth above, as part of its investigation of my employment application. This authorization shall remain in effect over the course of my employment. Reports may be ordered periodically during the course of my employment.

Full Name

(Please print clearly) Name

Driver's License Number

Signature

DOB

Social Security Number

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Date

DISCLOSURE

As part of our hiring background and investigation, we may obtain consumer reports to prepare an investigative consumer report. The investigative consumer report may consist of contacting all listed prior employers to verify your employment history. It may also include, but not be limited to, credit information reports, criminal history reports, and driving history records. Under the provisions of the Fair Credit Reporting Act (15 USC at 1681 – 1681u) as amended, before we can seek such reports, we must have your written permission to obtain the information. You have the right, upon written request, to a complete and accurate disclosure of the nature and scope of the investigation. You are also entitled to a copy of your Rights Under the Fair Credit Reporting Act.