

The Gund Company, Inc.

Application for Employment

Thank you for your interest in The Gund Company. We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status, sexual orientation, veteran status, or any other legally protected status. As required by the Immigration Reform Control Act, The Gund Company will only hire U.S. citizens and aliens authorized to work in the U.S. Our application must be completed in full, even when accompanied by a resume.

Personal Information *(Please Print)*

Today's Date: _____

Last Name	First Name	Middle Initial	Social Security #
Street Address		Telephone Number	
City	State/Prov.	Zip Code	Country

General Information *(Please Print)*

Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No	How did you learn about this position? <input type="checkbox"/> Newspaper Ad _____ <input type="checkbox"/> Friend <input type="checkbox"/> Employment Agency <input type="checkbox"/> Walk-In <input type="checkbox"/> Other: _____ <input type="checkbox"/> Relative
What position are you applying for?	
Expected Wage Rate or Salary:	If hired, date you are available to begin work:
Desired Hours:	Are you available for overtime? <input type="checkbox"/> Yes <input type="checkbox"/> No

Education and Training *(Please Print)*

Elementary School	Address	Years Completed	Degree/Diploma?
High School	Address	Years Completed	Degree/Diploma?
College/University	Address	Years Completed	Degree/Diploma?
Trade School	Address	Years Completed	Degree/Diploma?

Please describe any other special skills or training (i.e. blueprint reading, foreign language, etc.)

Veteran Information* (Most Recent)

Have you served in the Military? <input type="checkbox"/> Yes <input type="checkbox"/> No	Branch of Service:
Date of Entry:	Date of Discharge:
Describe any military training received relevant to the position for which you are applying:	
*does not apply to Canadian applicants	

Additional Information (Please Print)

The Gund Company has a substance abuse policy. If hired, are you willing to submit to drug and alcohol screening?* <input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony offense? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:
List any licenses, certificates, publications or professional achievements that support your application:
In your own words define Quality:

*does not apply to Canadian applicants

References (Please Print)

Please list three personal references. Each reference should be a mature person of good standing in the community, and have known you at least five years. You may include school personnel, former employers or fellow employees and the names of friends or acquaintances presently employed with The Gund Company.		
Reference #1	Occupation	Home Phone Work Phone
Reference #2	Occupation	Home Phone Work Phone
Reference #3	Occupation	Home Phone Work Phone

Do not answer this question unless you have been informed about the requirements of the job for which you are applying.

<p>Are you capable of performing, with or without reasonable accomodation, the essential functions of the job or occupation for which you have applied? (A description of the job or occupation is attached.)</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

Employment Information (Please begin with your most recent or current employer.)

Company		Job Title/Duties	
Address		Telephone	
City	State	Zip Code	Supervisor's Name
Reason for Leaving	Employment Dates		Salary or Wage Rate
	From	To	Start End
Company		Job Title/Duties	
Address		Telephone	
City	State	Zip Code	Supervisor's Name
Reason for Leaving	Employment Dates		Salary or Wage Rate
	From	To	Start End
Company		Job Title/Duties	
Address		Telephone	
City	State	Zip Code	Supervisor's Name
Reason for Leaving	Employment Dates		Salary or Wage Rate
	From	To	Start End
Company		Job Title/Duties	
Address		Telephone	
City	State	Zip Code	Supervisor's Name
Reason for Leaving	Employment Dates		Salary or Wage Rate
	From	To	Start End
Company		Job Title/Duties	
Address		Telephone	
City	State	Zip Code	Supervisor's Name
Reason for Leaving	Employment Dates		Salary or Wage Rate
	From	To	Start End

Please circle the name of any employer you do not wish us to contact.

Please read the following statement carefully. If you agree with its contents, please sign and date where indicated.

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

I authorize investigation of all statements contained in this application for employment as necessary to arrive at an employment decision. I release from responsibility all previous employers, co-workers, references, and anyone else contacted on my behalf from statements made during the investigation of my background, character and employment history. I authorize former and present employers to release information from my personnel file, and I authorize educational institutions to release information about degrees attained, or credit hours achieved.

I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is "at will" in nature, which means that the employee may resign at any time and the Employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of the employer.

Applicant Signature

Date

For Human Resources Department Use Only

Arrange Interview: <input type="checkbox"/> Yes <input type="checkbox"/> No		Remarks:
Hired: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Hired:	Starting Pay:
Job Title:	Department:	
Hired By: _____ Name/Title		_____ Date