



# Employment Application

11104 Station Road  
Huntingdon, Pa 16652  
(814) 819-0037

APPLICANT INFORMATION									
Last Name			First			M.I.		Date	
Street Address					Apartment/Unit #				
City			State			ZIP			
Phone			E-mail Address						
Date Available			Social Security No.			Desired Salary			
Position Applied for									
Are you a citizen of the United States?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for this company?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?				
Have you been convicted of a felony in the last seven years?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain				
Are you currently on "lay-off" status and subject to recall?			YES <input type="checkbox"/>	NO <input type="checkbox"/>					
Can you travel if a job requires it?			YES <input type="checkbox"/>	NO <input type="checkbox"/>					
Driver's License #:			State		Class		License Exp.		
EDUCATION									
High School			Address						
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
College			Address						
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Other			Address						
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
REFERENCES									
<i>Please give the names, addresses, and telephone numbers of 3 references who are not related to you and are not previous employers</i>									
Full Name				Relationship					
Company				Phone					
Address									
Full Name				Relationship					
Company				Phone					
Address									
Full Name				Relationship					
Company				Phone					
Address									

**PREVIOUS EMPLOYMENT**

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous employer?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous employer?		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous employer?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

**Summarize special job-related skills and qualifications acquired from employment or other experience:**

**MILITARY SERVICE**

Have you ever had any job-related training in the US Military? YES  NO

If yes, please describe:

**DISCLAIMER AND SIGNATURE**

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed one year. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

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

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature

Date

# **J Porter Enterprises LLC**

11104 Station Road  
Huntingdon, Pa 16652  
814-819-0037

## **Applicant's Statement**

If offered employment with J Porter Enterprises, LLC (JPE), I hereby understand and agree that any offer of employment, and the continuation of my employment if I have commenced employment with JPE, is contingent upon verification of the information which I have provided to JPE, both on my employment application and during the pre-employment process and upon successful completion of a post-offer medical screening, and a drug test (urinalysis and/or blood test for marijuana, amphetamines, opiates, cocaine, and PCP.) Further, I hereby release JPE, its owners, managers, agents, and representatives from any liability for the conducting of post-offer medical screenings, and drug tests, and for the use of and/or reliance upon the results of the medical screening, and drug testing in reaching a decision related to my employment at J Porter Enterprises, LLC.

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Signature of Applicant

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Date