



Date _____

It is our policy to promote equal opportunity to all employees and applicants for employment
Without regard to race, color, religion, national origin, physical and/ or mental disability, age or sex.

Name _____ SSN _____

Address _____ City, State, Zip _____

Phone _____ Cell _____ Email _____

Education: HSD/ GED College Vocational School Degree/ Certification _____

Are you legally authorized to work in the US? _____ Drivers License # _____

How did you hear about Eskinde's Executive Staffing? _____

What type of work are you seeking? Warehouse Industrial Office/ Admin Other _____

Availability? Full Time Part Time / Shift Preference? 1st 2nd 3rd Any Pay Rate _____

***** Please Indication Which Skills You Have Performed on the Job *****			
Industrial	Warehouse	Skilled	Office
Assembly	Cherry Picker	CDL A / B	Administrative Asst
Bindery	Clamp Reach	CNC	AR/ AP
Drill Press	Delivery	Dispatch	Bookkeeping
Electronics	Forklift (Sit down)	Fabricator	Data Entry
Lead	Forklift (Stand up)	Welder- MIG	MS Excel
Mechanical	Inventory	Welder- Stic	MS Word
Order Puller	Load/ Unload	Welder- TIG	MS Powerpoint
Power Tools	Material Handler		Office Management
Punch Press	Packaging		Purchase Orders
Sewing (Industrial)	Shipping/ Receiving		Receptionist
Supervisor	Stocking		Typing Speed:
Quality Control	Supervisor		

One or more of the following conditions met by an employee constitutes termination without good cause:

- Failure to call Eskinde's Executive Staffing at assignment's end with notice of availability
- Failure to call weekly (at least 3 times) when not working
- Failure to notify Eskinde's Executive Staffing with a change of address or phone number
- Failure to accept suitable work (pay, qualifications, location) more than twice
- Failure to report to work without notice is considered a voluntary quit and is grounds for termination. You will not receive unemployment benefits and you will not be placed to work again.
- Receipt of an unemployment claim is also notice of voluntary quit

Drug Policy:

- Eskinde's Executive Staffing does not require a pre-employment drug screen; however, client companies may require that any applicant take and pass a drug screen.

- To ensure a safe workplace for all employees, any employee involved in an on the job injury or incident will be required to take and pass a drug screen immediately. Failure to comply with any part of this policy will result in termination of employment.

Employment Record (Three Most Recent)

_____ Company _____ Address _____ City, State, Zip _____ Phone #	_____ Dates _____ Position Held _____ Salary _____ Supervisor	Duties: _____ _____ _____ _____	Reason for leaving: ____ _____ _____ _____
_____ Company _____ Address _____ City, State, Zip _____ Phone #	_____ Dates _____ Position Held _____ Salary _____ Supervisor	Duties: _____ _____ _____ _____	Reason for leaving: ____ _____ _____ _____
_____ Company _____ Address _____ City, State, Zip _____ Phone #	_____ Dates _____ Position Held _____ Salary _____ Supervisor	Duties: _____ _____ _____ _____	Reason for leaving: ____ _____ _____ _____

Have you ever been charged with a criminal offense (with the exception of minor traffic Violation) which resulted in any of the following: a guilty plea or verdict, a no contest plea, or a deferred adjudication? Yes No

If yes, please state the date and nature of the offense, and the county and state in which the offense occurred:

Education and Training Information

If the job you are applying for does not require a high school diploma or a college degree, then the absence of diploma or degree will not bar you from consideration of employment.

Education	Name of School	Location	Graduate?	Years Completed	Degree
High School			Yes <input type="checkbox"/> No <input type="checkbox"/>		
College/ University			Yes <input type="checkbox"/> No <input type="checkbox"/>		
College/ University			Yes <input type="checkbox"/> No <input type="checkbox"/>		
Other			Yes <input type="checkbox"/> No <input type="checkbox"/>		

Emergency Contact Information

Name: _____

Relationship: _____

Phone: _____

Cell: _____

Eskinde's Executive Staffing

- I agree not to accept a job from any Eskinde's client, any employee leasing or staffing company that leases or assigns employees to a current or former client of Eskinde's Executive Staffing, within 60 days of my last day worked. I will advise a Eskinde's Supervisor if a job is offered to me.
- In the event I get hurt on the job, I will notify the client and a Eskinde's Supervisor within 24 hours.
- I will contact Eskinde's Executive Staffing upon completion of my work assignment for a new assignment. Failure to do so will be considered a voluntary quit and unemployment insurance benefits may be denied as a result.
- I acknowledge that if hired, I will be employed "at will" and that either Eskinde's or I may terminate employment at any time, with or without cause.
- **If I am absent without notifying Eskinde's, walk off the job before the end of shift, or do not return to complete the job assignment without notifying Eskinde's before the shift begins, it will be considered a voluntary quit and grounds for immediate termination. As a result, my pay will be immediately reduced to minimum wage for any remaining money due to me.**
- In submitting this application for employment, I hereby authorize any previous employer to release all information concerning employment, including oral assessments of my job performance, attitude, and attendance to Eskinde's Executive Staffing. I do hereby release all persons, agencies, or firms from any liability resulting in providing such information.
- I authorize investigation of all statements contained herein, and it is understood and agreed that any misrepresentation (including omission of information) by me in this application will be sufficient cause for cancellation of the application and/or for separation from the company's service if I have been employed. Upon written request, additional information as to the nature and scope of the investigation if one is made will be provided.
- I testify that the information I have provided Eskinde's is accurate, and that I understand that investigation of these statements is standard procedure. I further understand that any misstatement or omission of information may be grounds for dismissal.
- In the event that a criminal background check and/or drug screen is performed I authorize Eskinde's Executive Staffing to deduct a total of \$_____ from my gross earnings.
- I have read and understand the information above, and I have had the opportunity to ask questions if necessary.

Signature

Print Name

Date