



EMPLOYMENT APPLICATION

POLIVKA INTERNATIONAL COMPANY, INC.
 13700 PROVIDENCE ROAD, SUITE 200
 WEDDINGTON, NC 28104

1-877-POLIVKA

START DATE: _____
 RATE \$ _____/hr

POLIVKA INTERNATIONAL COMPANY, INC. is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

Position(s) Applied For		Date of Application	
Last Name		First Name	Middle Name
Address	City	State	Zip Code
Telephone Number		Social Security Number (If available)	
How Did You Hear About Us?			
[] Newspaper Ad		[] Current Employee _____	
[] Employment Agency		[] Other _____	

Are you legally eligible to work in the United States? Yes [] No []
Proof of eligibility will be required upon offer of employment.

Are you over the age of 18 years? Yes [] No []
If no, you may be required to provide authorization.

Can you with or without reasonable accommodations perform the essential functions of the job? Yes [] No []
If you have any questions about the functions of the job, please ask the interviewer before answering this question.

Have you ever applied to Polivka International before? Yes [] No []
If yes, please give date: _____

Have you ever worked for Polivka International before? Yes [] No []
If yes, please give date: _____

Have you ever been convicted of a felony? Yes [] No []
A conviction will not necessarily disqualify you. If yes, please explain:

Do you have a valid driver's license?

Yes [] No []

For driving positions only.

Have you ever been convicted of any moving violations in the past five years?

Yes [] No []

If yes, please explain:

Is anyone related to you employed by Polivka International?

Yes [] No []

If yes, please provide their name and relationship to you: _____

What salary or rate of pay do you expect to receive if employed?

_____ *per* _____

Have you ever been fired or asked to resign from a job?

Yes [] No []

If yes, please explain why.

On what date would you be available to begin work? _____

Days and Hours Available:

If employed, it is understood that you will notify your supervisor in writing, should your availability change. Please select the mornings or evenings available.

DAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM							
PM							

Education:

	Name and Location of School	Course of Study or Major	# of Years Completed	Diploma / Degree (Check Box)
Elementary				
High School				
College				
Graduate				
Vocational				

Please list any academic honors scholarships, offices held, etc.:

Do not list any that reflect your race, color, religion, gender, national origin, age, disabilities, or veteran status.

Describe any specialized training, apprenticeships, licenses or skills:

Have you received any job-related training
in the United States Military?

Yes [] No []

If yes, please provide dates and explanation:

Employment History:

(Begin with current or most recent employer. Do not exclude any employment. Include any applicable temporary employment attach another sheet if necessary. Previous salaries or wages will not be used to determine compensation at POLIVKA INTERNATIONAL COMPANY, INC.)

Company Name	Employment Dates	Salary (yearly or hourly) Start:\$ _____ End:\$ _____	Name and Title of Supervisor
Address			Phone
Describe your duties			
Reason for leaving and explanation			

Company Name	Employment Dates	Salary (yearly or hourly) Start:\$ _____ End:\$ _____	Name and Title of Supervisor
Address			Phone

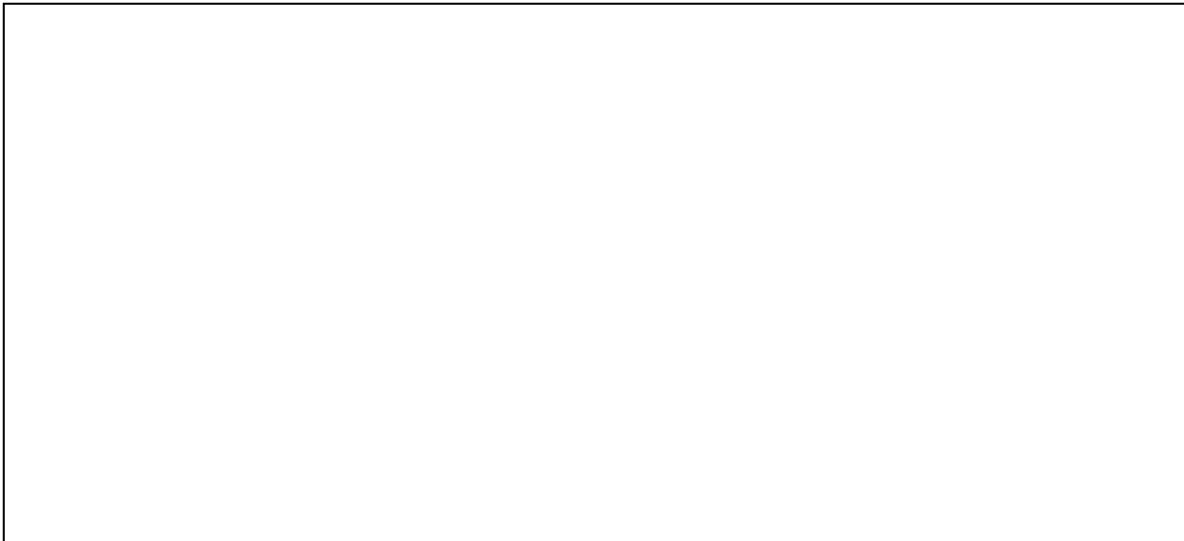
Describe your duties
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Company Name	Employment Dates	Salary (yearly or hourly) Start:\$ _____ End:\$ _____	Name and Title of Supervisor
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Describe your duties			
Reason for leaving and explanation			

Why should we hire you?



Polivka International's culture calls for a combination of creativity, insight, diligence, level-headedness, friendliness, impartiality and a devotion to excellent work. Does that description fit your character?



Please provide any other information that you feel will help us in considering your application for employment:

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References:

Please list three persons, who are not related to you or previous supervisors, who can provide professional references.

Name	Address	Phone
Email	Phone	Relationship/Occupation

Years Known

Name	Address	Phone
Email	Phone	Relationship/Occupation
Years Known		

Name	Address	Phone
Email	Phone	Relationship/Occupation
Years Known		

Applicant Acknowledgement and Authorization:

PLEASE READ CAREFULLY BEFORE SIGNING

I hereby certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that, should an offer of employment be extended by POLIVKA INTERNATIONAL COMPANY, INC. (hereinafter referred to as "POLIVKA INTERNATIONAL COMPANY, INC.") that such employment with POLIVKA INTERNATIONAL COMPANY, INC. is at will, for no specified duration and may be terminated by either POLIVKA INTERNATIONAL COMPANY, INC. or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of POLIVKA INTERNATIONAL COMPANY, INC. or its representatives used during the employment process is deemed a contract of employment real or implied. I understand that no representative of POLIVKA INTERNATIONAL COMPANY, INC. except the President has the authority to enter into any agreement guaranteeing any conditions of employment or any agreement contrary to the foregoing statements and that any such agreements must be made in writing and signed by the President of POLIVKA INTERNATIONAL COMPANY, INC..

In consideration for employment with POLIVKA INTERNATIONAL COMPANY, INC., if employed, I agree to conform to the rules, regulations, policies and procedures of POLIVKA INTERNATIONAL COMPANY, INC. at all times and understand that such obedience is a condition of employment. I understand that due to the nature of POLIVKA INTERNATIONAL COMPANY, INC. business, attendance and punctuality are considered essential requirements of every job at POLIVKA INTERNATIONAL COMPANY, INC. and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with POLIVKA INTERNATIONAL COMPANY, INC., I may be required to submit to a pre-employment medical examination, drug screening and background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to POLIVKA INTERNATIONAL COMPANY, INC. and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that this application is considered current for three months. If I wish to be considered for employment after this period I must fill out and submit a new application.

Signature

Date

Name and phone number of person completing this form if other than the applicant:

Name

Phone Number

POLIVKA INTERNATIONAL COMPANY, INC. IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER. ALL QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, COLOR, RELIGION, GENDER, NATIONAL ORIGIN, AGE, DISABILITY, VETERAN STATUS OR ANY OTHER STATUS PROTECTED BY LAW.