



## Application for Employment

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
First Middle Last

HOME PHONE: (\_\_\_\_) \_\_\_\_\_ WORK PHONE: (\_\_\_\_) \_\_\_\_\_

CELL PHONE: (\_\_\_\_) \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street Apt# City State Zip

DAYS AND HOURS YOU ARE AVAILABLE? \_\_\_\_\_

ARE THERE ANY DAYS OR HOURS THAT YOU CANNOT WORK? \_\_\_\_\_

POSITION THAT YOU ARE APPLYING FOR: \_\_\_\_\_ REQUESTED HOURLY RATE: \$ \_\_\_\_\_

HOW DID YOU LEARN ABOUT SPRING MILL? \_\_\_\_\_

If referral, please provide person's name. \_\_\_\_\_

### EMPLOYMENT HISTORY

Attach a copy of your updated resume to this application.

PREVIOUS EMPLOYER	ADDRESS	TITLE	START DATE	END DATE	HOURLY RATE

### REFERENCES

NAME AND TITLE	COMPANY NAME	HOME/CELL PHONE No.	WORK PHONE No.

### EMERGENCY CONTACT

NAME	ADDRESS	HOME/CELL PHONE No.	WORK PHONE No.

#### For office use only. Please do not write in this area.

Avail to Start: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Avail. to Interview: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Des. Rate/Salary: \_\_\_\_\_

Expertise: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



### GENERAL INFORMATION

ARE YOU AUTHORIZED TO WORK IN THE U.S.? Yes. \_\_\_\_\_ No. \_\_\_\_\_

[Note: All applicants hired by Spring Mill will be required to present documentation prior to their first day of employment that verifies identity and authorization to work in the U.S. in accordance with the Immigration Reform and Control Act of 1986.]

### AN EQUAL OPPORTUNITY EMPLOYER

Spring Mill is an Equal Opportunity Employer and makes all employment decisions based solely on the basis of qualifications and without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, genetic information, disability, protected veteran status or any other legally protected group status. The EEO is the Law poster is available here: [http://www1.eeoc.gov/employers/upload/eeoc\\_self\\_print\\_poster.pdf](http://www1.eeoc.gov/employers/upload/eeoc_self_print_poster.pdf). ad

### APPLICANT STATEMENT

I certify that all information that I have provided on this application is true and complete and that I have withheld nothing that would, if disclosed, affect my application unfavorably. I understand that falsification, misrepresentation or omission of facts called for in this application may result in denial of employment or dismissal. I understand that I may be subject to a background check or drug screen based on the requirements of my employment. I authorize Spring Mill, any affiliated divisions, parent companies, or agent(s) of the aforementioned, to verify the accuracy of the information contained in this application. To that end, Spring Mill may contact any person, company, agency, or educational/other organization for the purpose of assessing my character and verifying the information that I have provided. I release all persons from liability on account of such disclosures. I understand that any offer of employment may be rescinded if my references are inadequate or unacceptable to the company.

I agree that, if accepted for employment, I will abide by all rules and policies of the company, which may be changed from time to time. I understand and accept that neither this employment application nor any other Spring Mill document constitutes a personal contract of employment. I further understand that my employment is for no stated term and may be terminated at the will of the company or myself. Any verbal representations to the contrary are of no force or effect. I understand that no representative of the company has any authority to extend any agreement for employment for any specific period of time or to make any other agreement with me contrary to the foregoing. I understand that any offer of employment is conditional upon my execution of the Spring Mill employee confidentiality agreement and/or employment agreement. I agree that, upon the termination of my employment or when otherwise requested, I will return to the company any and all property belonging to the company in my possession or control, including without limitation all documents and other media containing confidential or proprietary information; this information being the sole property of Spring Mill.

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Applicant's Signature

Date