



Foothills Ace Hardware
 1335 E. Chandler Blvd.
 Phoenix, AZ 85048
 Phone: 480-460-4223
 Fax: 480-460-7306

Employment Application

An equal opportunity employer

Personal Information

Last Name	First Name	Middle Initial	Date
Other names by which you have been known (for date verification and reference checking purposes)		Social Security Number	
Home Phone	Business Phone	E-mail Address	
Permanent Address	City	State	Zip Code
Previous Address (if a current address less than 5 years)		Driver's License Number/State	

If you are not a citizen of the United States, are you eligible to work in the U.S. and would you be able to provide the necessary documents of proof of the legal right to work upon hire? Yes No

Are you under 18? Yes No If you are under 18 and still in school, you may be required to provide a work permit upon hire.

Have you ever been convicted of a crime? Yes No

If YES, give date, place, offense, and outcome (Previous convictions do not necessarily disqualify an applicant from employment.)

How were you referred to Ace? Ace Website Other Website (Specify below) Advertisement (Specify below)
 Referral (Specify below) Agency (Specify below) Self

Name of Referral Source

Have you ever been employed or affiliated with ACE? Yes No Full/Part Time Contractor _____
 If so, when?

What position did you hold? _____ Manager

Employment Interest

Position Desired _____ Salary Desired _____ Date Available _____

Full Time Part Time

Have you ever interviewed for another position at ACE? Yes No _____
 If so, when?

Education and Training

Indicate last level completed High School College or Univ. Grad. School

Name of High School, Tech School and College	City, State	Major	Degree	Grad. Date.

Additional education, vocational, professional, military, or other information you feel may be helpful to us in considering your application.

(Over)

<i>Office Use</i>	
HIRED	DATE
FILE CODE	DOCS

Employment History

Please list most recent employer first

Company Name		Street Address		
City	State	Zip	May we contact employer(Yes or No)	
Starting Job Title		Final Job Title		
Supervisor's Name and Title			Phone	
Reason for Leaving				
Job Duties		Dates of Employment		
		Starting Rate	Ending Rate	

Company Name		Street Address		
City	State	Zip	May we contact employer(Yes or No)	
Starting Job Title		Final Job Title		
Supervisor's Name and Title			Phone	
Reason for Leaving				
Job Duties		Dates of Employment		
		Starting Rate	Ending Rate	

Company Name		Street Address		
City	State	Zip	May we contact employer(Yes or No)	
Starting Job Title		Final Job Title		
Supervisor's Name and Title			Phone	
Reason for Leaving				
Job Duties		Dates of Employment		
		Starting Rate	Ending Rate	

Business Reference data

Please list one present or former Manager

Name	Email Address	Phone	Business Relationship
1			
2			
3			

Read Carefully and Sign

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission of information is grounds for ending the hiring process or dismissal. I authorize verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment; and release all parties from all liability for any damage that may result from furnishing same to Foothills Ace Hardware. In Consideration of my employment, I agree to conform to the policies and procedures of Foothills Ace Hardware. I further agree that either I or the Company may terminate my employment with or without cause and with or without prior notice, at any time. Finally, I understand that no representative of the Company other than an Owner has the authority to enter into any agreement for employment for any specified period of time, or to otherwise alter the foregoing.

Signature	Date
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