

North Bay Trading Co Employment Application Form

Please complete this form and return via email, fax, or mail. Email: hr@northbaytrading.com Fax: 715-372-4975
Mailing Address: PO Box 129, Brule, WI 54820.

PERSONAL INFORMATION:

First Name _____

Middle Name _____

Last Name _____

Email address _____

Home Phone Number

(____) _____

Current Physical Address

City, State, Zip Code

Mailing Address (if different than above)

City, State, Zip Code

Are you eligible to work in the United States?

Yes ___ No ___

Are you under the age of 18?

Yes ___ No ___

POSITION/AVAILABILITY:

Position you are applying for: _____

Do you understand the position description attached to this application form?

Yes___ No___ If no, questions: _____

Are you qualified to perform all of the job functions as described in the position description?

Yes___ No___ If no, Please explain: _____

Days/Hours Available

Monday	Yes___	No___	
Tuesday	Yes___	No___	
Wednesday	Yes___	No___	
Thursday	Yes___	No___	
Friday	Yes___	No___	
Saturday	Yes___	No___	Sometimes___

Hours Available: from _____ to _____

What date are you available to start work?

EDUCATION:

Name and Address of School - Degree/Diploma - Graduation Date

Skills and Qualifications: Any relevant Licenses, Skills, Training, Awards

EMPLOYMENT HISTORY:

Present Or Last Position:

Employer: _____

Address: _____

Supervisor: _____

Phone: _____

Email: _____

Position Title: _____

From: _____ to: _____

Responsibilities: _____

Hourly Pay or Annual Salary (do not factor in benefits): _____

Description of any applicable benefits beyond hourly pay or salary:

Reason for Leaving: _____

Previous Position:

Employer: _____

Address: _____

Supervisor: _____

Phone: _____

Email: _____

Position Title: _____

From: _____ to: _____

Responsibilities: _____

Hourly Pay or Annual Salary (do not factor in benefits): _____

Description of any applicable benefits beyond hourly pay or salary:

Reason for Leaving: _____

BACKGROUND INFORMATION AND REFERENCES:

Do we have your permission to contact current and previous employers?

Yes___ No___

If you become the final candidate for the job, the offer is contingent upon a background check. In this case, do we have your permission to perform a background check?

Yes___ No___

References:

Name / Phone / Relation (i.e. Current supervisor, Past supervisor, Friend, Volunteer group)

May we check your references? Yes___ No___

I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.

Signature_____

Date_____