



MERCHANDISE WAREHOUSE CO., INC.

Application for Employment

Merchandise Warehouse Co., Inc. is an equal opportunity employer and does not unlawfully discriminate in hiring or terms and conditions of employment on the basis of race, color, religion, national origin, sex, disability or age as defined by law. No question on this application is intended to secure information to be used for such discrimination.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed.

Please answer every question. Please **PRINT** and use **INK**.

NAME: (last/first/middle) _____ DATE OF APPLICATION: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

TELEPHONE NUMBER: _____ HOW LONG AT THIS ADDRESS? _____

SOCIAL SECURITY NUMBER: _____ ARE YOU UNDER THE AGE OF 18? **YES NO**

I AFFIRM under the penalty of perjury that I am either a U. S. citizen _____ or an alien legally authorized to work in the U. S. _____ (check the appropriate line). ALL APPLICANTS MUST COMPLETE AN I-9 FORM.

EMPLOYMENT DESIRED

POSITION APPLIED FOR: _____

DATE AVAILABLE: _____ SALARY DESIRED: _____

- WAREHOUSE:** (specific experience)
- Lift Truck **YES NO** YEARS EXPERIENCE _____
- Pull Truck **YES NO** YEARS EXPERIENCE _____
- Baseload **YES NO** YEARS EXPERIENCE _____
- Other (describe) _____ YEARS EXPERIENCE _____
- OFFICE:** (specific experience)
- Typing **YES NO** YEARS EXPERIENCE _____
- Shorthand **YES NO** YEARS EXPERIENCE _____
- Dictaphone Transcribing **YES NO** YEARS EXPERIENCE _____
- Data Entry **YES NO** YEARS EXPERIENCE _____
- Computer Use **YES NO** YEARS EXPERIENCE _____
- (type of computers) _____
- Bookkeeping **YES NO** YEARS EXPERIENCE _____

Other skills/experience that may be valuable: _____



EMPLOYMENT RECORD

Starting with the MOST RECENT, list all previous employers. List only employers located within the U. S. Include self-employment, summer and part-time jobs.

NAME/ADDRESS	DATES EMPLOYED	POSITION/DUTIES	REASON FOR LEAVING	SALARY

Have you ever applied to this Company before? YES NO If yes, when? _____

How did you become aware of our Company? ADVERTISEMENT FRIEND/RELATIVE OTHER _____

EDUCATION

Information contained in this section will be used only to the extent that it is relevant to the qualifications and position to which you apply.

TYPE OF SCHOOL	SCHOOL NAME/ADDRESS	MAJOR	LAST YEAR COMPLETED	GRADUATE?
Elementary				Y N
High School				Y N
College				Y N
Business/Trade				Y N
Correspondence				Y N

EXTRACURRICULAR ACTIVITIES (athletics, clubs, organizations, etc.)

High School - Offices held: _____

College - Offices Held: _____

Other - Offices Held: _____