

# InTime Automotive Staffing

(Please Print Clearly / complete all pages)

4758 Mobile Highway  
Montgomery, AL 36108  
Phone: (334) 782-7478

## Personal Information

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

\* Email Address: \_\_\_\_\_

How did you hear about our company? \_\_\_\_\_

## Employment Information

Are you a citizen of the United States?  Yes  No If No, are you authorized to work in the United States?  Yes  No

Are you available to work:  1<sup>st</sup> Shift  2<sup>nd</sup> Shift  3<sup>rd</sup> Shift

When are you available to start work? \_\_\_\_\_

## Education

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	# OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College/University				
Bus. or Trade School				
Professional School				
Do you have any Certifications or Licenses?				

### Criminal History

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR (except any minor traffic violations)?  No  Yes

If yes, please explain and attach any relevant documentation. \_\_\_\_\_  
 \_\_\_\_\_

### Drivers License Information

DO YOU HAVE A VALID DRIVER'S LICENSE?  Yes  No      Date of Birth: \_\_\_\_\_

Do you have reliable transportation to work (please be specific)? \_\_\_\_\_

Driver's license number: \_\_\_\_\_      State of Issue: \_\_\_\_\_

### Military Service

HAVE YOU EVER BEEN IN THE ARMED FORCES?       Yes  No      Branch: \_\_\_\_\_

ARE YOU CURRENTLY A MEMBER OF THE NATIONAL GUARD or RESERVES?       Yes  No

Specialty \_\_\_\_\_      Date Entered \_\_\_\_\_      Discharge Date \_\_\_\_\_

### Work Experience

**Please list your work experience for the past 5 years beginning with your most recent job.**  
 If you were self-employed, give firm name. Attach additional sheets if necessary. Attach Resume if applicable.

Name of employer:	Name of last supervisor	Employment dates	Pay or salary
Address with city/state/zip:		From	Start
		To	Final
Phone:	Your last job title		
Specific reason for leaving			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer:	Name of last supervisor	Employment dates	Pay or salary
Address with city/state/zip:		From	Start
		To	Final
Phone:	Your last job title		
Specific reason for leaving			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

<b>Name of employer:</b>  <b>Address with city/state/zip:</b>  <b>Phone:</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
		<b>From</b> <b>To</b>	<b>Start</b> <b>Final</b>
	<b>Your last job title</b>		
<b>Specific reason for leaving</b>			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

<b>Name of employer:</b>  <b>Address with city/state/zip:</b>  <b>Phone:</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
		<b>From</b> <b>To</b>	<b>Start</b> <b>Final</b>
	<b>Your last job title</b>		
<b>Specific reason for leaving</b>			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

<b>Name of employer:</b>  <b>Address with city/state/zip:</b>  <b>Phone:</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
		<b>From</b> <b>To</b>	<b>Start</b> <b>Final</b>
	<b>Your last job title</b>		
<b>Specific reason for leaving</b>			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Additional Information**

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying. If you have a resume, please include it with this application.


**Professional References**

Please list 2 - 3 people you have worked with who can attest to your On-the-Job experience and performance.

<p><b>Name</b>_____</p> <p>Position_____</p> <p>Company_____</p> <p>Telephone (_____)_____</p> <p>Email Address _____</p>	<p><b>Name</b>_____</p> <p>Position_____</p> <p>Company_____</p> <p>Telephone (_____)_____</p> <p>Email Address _____</p>
<p><b>Name</b>_____</p> <p>Position_____</p> <p>Company_____</p> <p>Telephone (_____)_____</p> <p>Email Address _____</p>	<p><b>Name</b>_____</p> <p>Position_____</p> <p>Company_____</p> <p>Telephone (_____)_____</p> <p>Email Address _____</p>

Did you complete this application yourself?  Yes     No

If not, who did? \_\_\_\_\_

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**AGREEMENT (PLEASE READ CAREFULLY  
BEFORE SIGNING)**

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I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with InTime Automotive Staffing creates an actual or implied contract of employment. I understand that if I accept employment with InTime Automotive Staffing it will be on an at-will basis. This means that either InTime Automotive Staffing or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing if requested by InTime Automotive Staffing. I release InTime Automotive Staffing, and its employees, plus other persons or companies, from any and all liability arising out of or related in any way to such testing.

I authorize InTime Automotive Staffing to investigate information concerning my education, licensing, certifications, driving record, criminal history, employment experiences and all other aspects of my background relevant to my proposed employment. I release InTime Automotive Staffing and its employees from any and all liability arising from such investigation.

It is the policy of InTime Automotive Staffing to afford equal opportunity to all employees and applicants for employment without regard to age, race, religion, color, sex, national origin, marital status, sexual orientation, or pregnancy, and to afford equal opportunities to disabled veterans, individuals with a disability, and any and other characteristic protected by federal, state or local law.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print Name: \_\_\_\_\_