



APPLICATION FOR EMPLOYMENT

PERSONAL

Date: / /

Full Name: _____

Telephone Number (s) _____

Mailing Address: _____

Physical Address (if different than mailing) _____

City, State, Zip Code _____

City, State, Zip Code _____

EMPLOYMENT DESIRED

Position(s) applying for: _____ How did you hear of this position?: _____

Do you have any friends or relatives who work for Truckee Tahoe Lumber Company? YES NO
If Yes, Name _____ Relationship _____ Name _____ Relationship _____

Have you ever applied or worked for Truckee-Tahoe Lumber Company before? YES NO If yes, when? _____

Are you at least 18 years of age? YES NO (If No, can you furnish a work permit?) YES NO

If hired, can you present written evidence of your legal right to live and work in the USA? YES NO

Have you ever been convicted of a criminal offense serious misdemeanor or felony (*)? YES NO

If yes, state nature of the crime, when and where convicted and current disposition of the case: _____

(*) Misdemeanor convictions for marijuana-related convictions that are more than two years old need not be listed.
(Note: No applicant will be denied employment solely on the grounds of a conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for, may however, be considered.)

Are you able to perform the essential functions of the position that you are applying for, with or without reasonable accommodation? YES NO If no, describe the functions that cannot be performed: _____

EDUCATION

Circle the highest grade completed in school:

High School 9 10 11 12 Name of school attended _____
College 1 2 3 4 Name of school attended _____

DRIVING EXPERIENCE

LICENSE:

State: _____ Type: _____

Number: _____

Expires: _____

ACCIDENT RECORD:

Last Accident

Date: _____

Nature: _____

Fatalities: Yes No

Injuries: Yes No

EXPERIENCE:

Type(s) of Equipment (Van, Flat Bed, Delivery Truck, etc.)	Class (A, B, C)	Dates: From	To
_____	_____	_____	_____
_____	_____	_____	_____

Types of Forklifts: _____

TRAFFIC CONVICTIONS (Other Than Parking Violations):

Location: _____ Date: _____ Charge _____ Penalty: _____

Location: _____ Date: _____ Charge _____ Penalty: _____

EMPLOYMENT HISTORY

List all employers, beginning with the most recent:

1. Employer: _____	Dates of Employment: From mo/yr _____ To mo/yr _____
Phone: _____ Supervisor: _____	Starting Wage \$ _____ Ending Wage \$ _____
Address: _____ Street or P.O. Box _____ City _____ State _____ Zip Code _____	
Position Held: _____	Duties: _____
Reason for Leaving: _____	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Employer: _____	Dates of Employment: _____
Phone: _____ Supervisor: _____	Starting Wage \$ _____ Ending Wage \$ _____
Address: _____ Street or P.O. Box _____ City _____ State _____ Zip Code _____	
Position Held: _____	Duties: _____
Reason for Leaving: _____	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

3. Employer: _____	Dates of Employment: _____
Phone: _____ Supervisor: _____	Starting Wage \$ _____ Ending Wage \$ _____
Address: _____ Street or P.O. Box _____ City _____ State _____ Zip Code _____	
Position Held: _____	Duties: _____
Reason for Leaving: _____	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Why do you think we should hire you?

References

Name	City, St.	Telephone	Occupation	Years Known

Truckee-Tahoe Lumber Company is an Equal Opportunity Employer.
Its employees are employed on an at-will basis and therefore, employment is not for any specific period of time.

I authorize all previous employers to furnish Truckee-Tahoe Lumber Company, to the extent permitted by the Fair Credit Reporting Act revised July 1999, my record, the reason for leaving and all information they have concerning me, and I release them and Truckee-Tahoe Lumber Company from all liability for any damage arising from such investigation.

By signing this application, I authorize Truckee-Tahoe Lumber Company to make investigations, and I indicate my awareness that false statements or failures to disclose information may be sufficient to disqualify me for employment, or if employed, may result in my dismissal.

Signature of Applicant

Date

NOTICE TO APPLICANTS

**TRUCKEE-TAHOE LUMBER COMPANY’S DRUG & ALCOHOL
SCREENING AND SEARCHING POLICY**

Truckee-Tahoe Lumber Company (“TTL”) has a Drug-Free Workplace Program.

TTL has a vital interest in maintaining safe, healthful and efficient working conditions for its employees. Using or being under the influence of drugs and/or alcohol on the job may pose serious safety and health risks not only for the user but, to the public and all those who work with the user. The possession, use or sale of an illegal drug or controlled substance may also pose unacceptable risks to safe, healthful and efficient operations.

To meet this compelling interest:

- 1) Applicants, for any position at TTL, who wish to be considered for employment, or for reassignment at TTL, understand and must agree to submit to drug and alcohol screenings and searches, should there be a “Reasonable Suspicion of Drug and Alcohol” use at the time of hire, and they must sign this notice. Applicants testing “positive” for drugs and/or alcohol shall have their conditional employment offer immediately rescinded, no matter how qualified they might otherwise appear to be.

- 2) Applicants who wish to be considered for employment or for reassignment at TTL as a Delivery Truck Driver understand and agree to submit to pre-employment drug and alcohol testing as part of their pre-employment screening.

Applicants further understands and agree to release Truckee-Tahoe Lumber Company, its directors, officers, agents, employees, parents, subsidiaries and affiliated concerns from any and all liability, claims, demands, damages and causes of action of every kind and nature arising out of or resulting from or in connection with submitting to drug and alcohol screenings or searches and any decision concerning employment made by Truckee-Tahoe Lumber Company in whole or in part, based upon the results of drug and alcohol screening.

**ANY APPLICANT WHO IS UNWILLING TO AGREE TO THIS POLICY SHOULD NOT APPLY FOR
EMPLOYMENT WITH TRUCKEE-TAHOE LUMBER COMPANY.**

Refusal of an applicant to agree to drug and alcohol screening or search at this time, does not preclude him/her from applying for employment with Truckee-Tahoe Lumber Company at a future date.

Additionally, a positive test does not preclude an applicant from reapplying at some future time.

Full Name of the Applicant

Signature of the Applicant

Date