



## Employment Application

**M & Q PACKAGING** is an Equal Opportunity Employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

**PERSONAL:**

**Date** \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Number & Street City State Zip Code

Position Sought \_\_\_\_\_ \_\_\_ Full Time \_\_\_ Part Time

Date available to begin employment \_\_\_\_\_ Salary requirement \$ \_\_\_\_\_

Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Email: \_\_\_\_\_ Are you over 18 years old? \_\_\_ Yes \_\_\_ No

Have you ever worked for M&Q? \_\_\_ Yes \_\_\_ No If yes, when? \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Are you legally eligible for employment in the United States? \_\_\_ Yes \_\_\_ No  
(If offered employment, you will be required to provide documentation to verify eligibility.)

Are you currently employed? \_\_\_ Yes \_\_\_ No If yes, may we contact your current employer? \_\_\_ Yes \_\_\_ No

Have you ever been discharged or asked to resign from a job? \_\_\_ Yes \_\_\_ No  
If yes, explain: \_\_\_\_\_

**RECORD OF CONVICTION:** During the last ten years, have you ever been convicted of a crime other than minor traffic offense? \_\_\_ Yes \_\_\_ No

If yes, explain: \_\_\_\_\_

(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

**EMPLOYMENT: List most recent employer first, please include U.S. Military Service.**

Current/Last Employer \_\_\_\_\_ Location \_\_\_\_\_

Telephone \_\_\_\_\_ Your Job Title \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ Mo/Yr To \_\_\_\_\_ Mo/Yr

Final Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Previous Employer \_\_\_\_\_ Location \_\_\_\_\_

Telephone \_\_\_\_\_ Your Job Title \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ Mo/Yr To \_\_\_\_\_ Mo/Yr

Final Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Previous Employer \_\_\_\_\_ Location \_\_\_\_\_

Telephone \_\_\_\_\_ Your Job Title \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ Mo/Yr To \_\_\_\_\_ Mo/Yr

Final Salary \$ \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

**Explain any gaps in work history:** \_\_\_\_\_

\_\_\_\_\_

**EDUCATION:** Please indicate education or training which you believe qualifies you for the position you are seeking.

**High School Diploma:** \_\_\_ Yes \_\_\_ No    **G.E.D.:** \_\_\_ Yes \_\_\_ No  
School(s) \_\_\_\_\_ City/State \_\_\_\_\_

**College and/or Vocational School:** Circle # of Years Completed    1   2   3   4  
School(s) \_\_\_\_\_ City/State \_\_\_\_\_  
Major \_\_\_\_\_ Degree Earned \_\_\_\_\_

**Other Training/Certifications:**  
Course \_\_\_\_\_ Certificate Earned \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_

**Professional References:** people not related to you & one from a previous employer:

Name \_\_\_\_\_ How do you know them? \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_\_

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Phone (\_\_\_\_) \_\_\_\_\_

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Phone (\_\_\_\_) \_\_\_\_\_

**Do you know anyone or are you related to anyone that works at M&Q?**

**If so, please list explain:** \_\_\_\_\_  
(i.e. friend, mother, uncle, brother)

**ADDITIONAL INFORMATION** Please list any additional information which you believe qualifies you for the position which you are seeking with **M & Q PACKAGING**

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**How did you hear about M&Q or the available positions?**

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## APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize **M & Q PACKAGING** to verify their accuracy and to obtain reference information on my work performance. I understand that in order to be employed by **M & Q PACKAGING**, there may be required satisfactory results on a criminal background verification. I release **M & Q PACKAGING** from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of **M & Q PACKAGING**. However, I further understand that neither the policies, rules, regulations of employment nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract.

I understand that **M & Q PACKAGING** is an at-will employer and that either **M & Q PACKAGING** or I may terminate my employment at any time with or without notice or cause.

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