



EMPLOYMENT APPLICATION
Equal Employment Opportunity Employer

1412 Main St., Suite 205
Dallas, TX 75202
214-741-6359 office
214-741-6389 fax
www.MyAyS.net

APPLICANT INFORMATION

Name: Referred to us by:

Address: Phone Number:

City, State, Zip: Alternate Phone:

Email Address: Position applying for:

1.) Are you over the age of 18? (If under 18, hire is subject to verification of minimum legal age.) [] No [] Yes

2.) Are you legally eligible for employment in the U.S.? [] No [] Yes

3.) If necessary for the job, are you able to provide a valid current driver's license? [] No [] Yes

DL #: _____

a.) If yes, are you able to provide proof of current auto insurance? [] No [] Yes

4.) Are you seeking a permanent position? [] No [] Yes

a.) If yes, please choose: [] Regular Part-time [] Regular Full-Time

b.) If no, please choose: [] Only as needed [] Only Temporary: _____ (provide time span)

5.) Please state which of the following shifts you can work: [] Any [] Day [] Evening [] Split [] Overnight [] Rotating

6.) If hired, on what date can you start working? _____

7.) Are you able to perform the essential functions of the position with or without accommodations? [] No [] Yes

Please Note: Ahora y Siempre, Inc. complies with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. It is possible that a hire may be tested on skill/agility and may be subject to a medical examination conducted by a medical professional.

a.) If no, describe the functions that cannot be performed.

8.) Have you ever applied or worked at Ahora y Siempre, Inc. before? [] No [] Yes

a.) If yes, please explain and include date. _____

9.) Do you have any friends, relatives, or acquaintances working Ahora y Siempre, Inc. currently? [] No [] Yes

a.) If yes, please state their name and relationship: _____

10.) If hired, will you have reliable transportation to and from work? [] No [] Yes

11.) If hired, are you willing to submit to and pass a controlled substance drug test? [] No [] Yes

12.) Have you ever been convicted of a criminal offense, whether felony or misdemeanor? [] No [] Yes

a.) If yes, please describe the state/nature of the crime(s), when and where you were convicted, and disposition of the case.

Please Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for however may be considered.

EMPLOYMENT HISTORY

Are you currently employed?

 No Yes

If you are currently employed, may we contact your current employer?

 No Yes

List most recent employment first. Include summer or temporary jobs. Be sure all your experience or employers related to this job are listed here, in the summary following this section or on an extra sheet of paper if necessary. No more than 5 years history recommended. Please account for all periods of unemployment. Even if you have attached a resume, this section must be completed.

Employer name and address:	Position title/duties, skills:	Start date:	End date:
		Reason for leaving:	
Pay: \$			
Per:	Supervisor:	Phone:	
Employer name and address:	Position title/duties, skills:	Start date:	End date:
		Reason for leaving:	
Pay: \$			
Per:	Supervisor:	Phone:	
Employer name and address:	Position title/duties, skills:	Start date:	End date:
		Reason for leaving:	
Pay: \$			
Per:	Supervisor:	Phone:	

EDUCATION, TRAINING, EXPERIENCE

Institution Name	Years Attended	Graduation Year	Diploma/Degree/Certification/License	Expiration
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Do you speak, write or read in other languages?

 No Yes

If yes, which languages(s) and how fluent are you? _____

Do you have any other experience, training, qualification, or skill which you feel should be brought to our attention, in the case that they make you especially suited for working with us? If yes, please explain.

 No Yes

PLEASE READ AND INITIAL EACH PARAGRAPH, THEN SIGN BELOW

As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references. If necessary for employment, you may be required to: supply your birth certificate or other proof of authorization to work in the United States, have a physical examination and/or a drug test, or to sign a conflict of interest agreement and abide by its terms.

_____ I certify that I have not purposely withheld any information that might adversely affect my chances for hiring. I attest to the fact that the answers given by me are true & correct to the best of my knowledge and ability. I understand that any omission (including any misstatement) of material fact on this application or on any document used to secure can be grounds for rejection of application or, if I am employed by this company, terms for my immediate expulsion from the company.

_____ I understand that if I am employed, my employment is not definite and can be terminated at any time either with or without prior notice, and by either me or the company.

_____ I permit the company to examine my references, record of employment, education record, and any other information I have provided. I authorize the references I have listed to disclose any information related to my work record and my professional experiences with them, without giving me prior notice of such disclosure. In addition, I release the company, my former employers & all other persons, corporations, partnerships & associations from any & all claims, demands or liabilities arising out of or in any way related to such examination or revelation.

Signature of Applicant

Date