



APPLICATION FOR EMPLOYMENT

RAC-G is an Equal Opportunity Employer and does not discriminate against applicants or employees because of race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, disability, genetic information or any other federal or state protected class.

PLEASE READ CAREFULLY BEFORE COMPLETING THIS EMPLOYMENT APPLICATION

Consideration for employment is based on information set forth on this application. You may attach a resume to this application in lieu of completing the educational, professional or work history fields. You may apply for up to three (3) currently available positions on this application. Your application will be considered only for the position(s) for which you apply and will only be considered through the date the position(s) for which you applied is filled.

The certification included with this application applies to information provided on this application and information on any attached resume. Failure to provide all requested information may adversely affect your candidacy for employment. Please read the certification carefully and sign before submitting the application.

RAC-G is a drug-free workplace.

POSITIONS APPLYING FOR	
1)	
2)	
3)	

PERSONAL DATA	
Name	First: _____ Middle: _____ Last: _____
Street Address:	_____
City:	_____ State: _____ Zip: _____
Telephone:	_____
Email Address:	_____

Are you legally eligible to work in the United States?

Yes
No

(If you are hired, you will be required to present document(s) that establish identity and employment eligibility)

Are you at least 18 years of age?

Yes
No

Date available for employment:	Annual Salary or Hourly wage desired:
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Have you ever used a different name than the one provided above?	Do you have any family member(s) working for the company?
Yes No	Yes No
If yes, please list all names:	If yes, please list all names:

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EDUCATION

(Please complete the section below and indicate the highest level of education)

School(s) Type:	Name / Address	Diploma / Degree
High School / GED Equiv.:		Yes No
University / College:		Yes No
Business, Trade, or Graduate School:		Yes No
Other:		Yes No

Specialized training or skills (such as computer training, literacy, certifications or special licenses):

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EMPLOYMENT HISTORY

Have you made a previous application to RAC-G? Yes No If yes, when? _____	Have you previously worked for RAC-G? Yes No If yes, when? _____
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Present and previous employment (show most recent employment first) including military service (branch, final rank, special training).

May we contact your present employer? Yes No

PLEASE PROVIDE LAST 10 YEARS OF EMPLOYMENT HISTORY

Attach additional sheets if necessary

From:	Company	City and State	Supervisor	Phone
	Mo: _____ Title of position held and major duties: Yr: _____ To: _____ Mo: _____ Reason for leaving: Yr: _____			
From:	Company	City and State	Supervisor	Phone
	Mo: _____ Title of position held and major duties: Yr: _____ To: _____ Mo: _____ Reason for leaving: Yr: _____			
From:	Company	City and State	Supervisor	Phone
	Mo: _____ Title of position held and major duties: Yr: _____ To: _____ Mo: _____ Reason for leaving: Yr: _____			

PROFESSIONAL REFERENCES: Identify three professional references not related to you				
Name	Relationship	Title	Address	Phone:

CERTIFICATION

I certify that all answers on this application, and all the information provided on any attached resume are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application and any information provided on an attached resume. My signature below gives the company permission to conduct a background check of my education, work, credit (if applicable), driving record, safety record and criminal history. I release RAC-G from any liability as a result of such contact. I understand that false or misleading information in, or omission from, this application and/or the attached resume is grounds for immediate withdrawal of an offer of employment and/or immediate discharge from [Insert Company Name] upon discovery of such false or misleading information.

I understand that RAC-G requires a post-offer pre-placement screening for drug and alcohol use and that the Company has a Substance Abuse Policy which may now or in the future include random drug testing.

I understand that if I decline to sign this certification or decline to take the screening for drug and alcohol use, or to execute the requisite release forms to allow a background check, the offer of employment will be withdrawn.

I understand that RAC-G maintains an employment-at-will policy, which means that my employment can be terminated, with or without cause, and with or without notice, at any time, at the option of either the Company or myself.

I understand that neither completion of this application, nor subsequent employment of me by RAC-G shall constitute an agreement or contract of employment between me and RAC-G.

I understand that if any information I've provided on this application or attached resume are found to be false, now or in the future, my employment may be terminated for falsification of records. This application was completed by me. I have read all of the above statements, or have had them read to me, and I understand them fully as indicated with my signature below.

Signature _____

Date _____