EMPLOYMENT APPLICATION

Frank Lumber Co., Inc.

"An Equal Employment Opportunity Employer"

PERSONAL INFORMATION

We appreciate your interest in working at Frank Lumber Co., Inc. (***"Frank Lumber"***). As an equal opportunity employer, we comply with all relevant laws that prohibit discrimination on the basis of race, color, religion, national origin, sex, age, disability, veteran status, uniformed military service, sexual orientation, gender identity, marital status, pregnancy, genetic information, political affiliation or any other status protected by federal, Oregon or local law.

If you need a reasonable accommodation to complete this application, or at any stage of the application process, please contact Human Resources at 503-897-2371.

PLEASE TYPE OR PRINT ALL INFORMATION

For what job at Frank Lumber are you applying? (Please be specific) _____

Name _____ _____ _____
Last First Middle

Address _____ _____
Street Apartment No.

_____ _____ _____
City State Zip Code

E-Mail Address _____

Telephone No. (___) _____ Business Telephone No. (___) _____

Please be advised that if you are hired, it will be necessary for you to present identification in accordance with the Immigration Reform and Control Act (***"IRCA"***), demonstrating proof of your legal authorization to work in the United States. Please also be advised that consistent attendance and punctuality are essential job functions of every job with the Frank Lumber.

If driving is an essential function of the job you applied for, the job shall be conditioned upon you providing proof of your ability to lawfully drive a vehicle and to be insured.

Are you at least 18 years of age? ☐ Yes ☐ No

What is your shift preference? Please circles one (or both if no preference): **Days** **Nights**

Are you willing to rotate shifts? ☐ Yes ☐ No

Date available to begin employment: _____

How were you referred to us? ☐ Craigslist ☐ School ☐ On my own ☐ a Company Employee ☐ Agency ☐ Other

Name of Referral Source: _____

Have you ever been employed here before? ☐ Yes ☐ No If yes, give dates of employment: _____

Have you been counseled, warned or disciplined for an unsafe work practice or other safety violation in the past year? ☐ Yes ☐ No

EMPLOYMENT HISTORY

Starting with the most recent employer, list full-time employment, part-time employment, temporary or seasonal positions and any volunteer work completed during the last 10 years. Include periods of military service, self-employment and unemployment. Attach separate sheets of paper if necessary.

1	Last or Present Employer:	Telephone: ( )
	Address:	Employed (Month and Year) From:
	Supervisor's Name and Title:	Supervisor's Contact Information:
	State Job Title and Describe your work:	Reason for Leaving:
2	Last or Present Employer:	Telephone: ( )
	Address:	Employed (Month and Year) From:
	Supervisor's Name and Title:	Supervisor's Contact Information:
	State Job Title and Describe your work:	Reason for Leaving:
3	Last or Present Employer:	Telephone: ( )
	Address:	Employed (Month and Year) From:
	Supervisor's Name and Title:	Supervisor's Contact Information:
	State Job Title and Describe your work:	Reason for Leaving:

We may contact the employers/supervisors listed above unless you indicate specific individuals that should not be contacted.	Do Not Contact the Following Employers/Supervisors: Reason:

EDUCATION AND TRAINING

	Name of School	City and State	Major	Degree/Diploma and Number of Years Attended
High School				
College/ University				
College/ University				
Other				

List any special qualifications you have related to this job or Frank Lumber

List professional certifications or designations, special motor vehicle licenses, operator licenses, or trade/craft certificates that you hold and date(s) received

ABILITIES

Please review the attached job description for this job. Can you perform all of the essential functions of the job safely and without significant risk of substantial harm to yourself or others, with or without a reasonable accommodation? ❑ Yes ❑ No.

REFERENCES

Name (First M.I. Last)	Employer/Position	Business Address	Phone Number
1			
2			
3			

APPLICANT ACKNOWLEDGEMENTS & AGREEMENTS

Only an Application: The acceptance of this application shall not be construed as an offer of employment, nor shall it entitle the applicant to any benefit from Frank Lumber except that Frank Lumber may, in its sole discretion, review the application for the consideration of filling positions that are open at the time and date of application. I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between myself and Frank Lumber for employment or for providing any benefit. This application will be kept in Frank Lumber's active files only until the position for which it was submitted is filled. If the applicant is not hired, the applicant must complete a new application to be considered for any other position or future position.

Work Rules: In the event I become employed by Frank Lumber, I agree to comply with all of its policies, procedures, rules and regulations, whether or not in writing.

Drug Test: I understand that Frank Lumber reserves the right to require me, upon a conditional offer of employment, to submit to a test for the unlawful use of drugs, to the extent permitted by law. I further understand that continuation of my employment may be contingent upon successfully passing drug and/or alcohol tests. I consent to the disclosure of the results of any such tests to Frank Lumber. I understand that should I decline to consent or decline to participate in any test required by Frank Lumber, my application for employment may be rejected, and my employment, if I am hired, may be terminated.

Job-Related Medical Examinations: In the event successful completion of a job-related medical examination or pre-employment screening is a condition of employment, after a conditional job offer has been made, I agree to fully and honestly cooperate in the process.

References: I authorize Frank Lumber to contact any school, organization, person or company listed on this application for reference purposes, unless I have specifically requested in writing on this Application Form that Frank Lumber may not contact a person or organization. I also authorize all listed schools, organizations, persons or companies and their representatives to provide any job-related information to Frank Lumber that may be required to arrive at an employment decision, unless otherwise specified in writing on this Application Form.

At Will Employment: If hired, I further acknowledge that any employment with Frank Lumber is not for a definite period and that such employment, if offered, may be terminated at any time and for any reason whatsoever, with or without good cause or prior notice, at the option of Frank Lumber, or me. I further acknowledge that Frank Lumber shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance or otherwise change all policies, procedures, compensation, benefits or other terms or conditions of employment. I further understand that no representative or agent of Frank Lumber, other than the Owner(s), has the authority to enter into any agreement contrary to the foregoing, and that any such agreement must be in writing and signed by the Owner(s) to be enforceable.

Certification of Accuracy: I hereby certify that ***all*** the information that I have provided on this application or any other document filled out or provided in connection with my employment or application for employment is complete and accurate. I have withheld no information that would, if disclosed, be reasonably expected to adversely affect my application for employment or continuation of employment. I understand that if I am employed and any such information is later found to be false or incomplete in any respect, I may be discharged.

MY SIGNATURE BELOW ATTESTS TO THE FACT THAT I HAVE FULLY READ AND UNDERSTOOD ALL OF THE FOREGOING TERMS

Signature: _____ Date: _____

Thank you for completing this application and for your interest in Frank Lumber.