

FOR OFFICE USE ONLY  
 DATE CALLED \_\_\_\_\_  
 INTERVIEW DATE \_\_\_\_\_  
 INTERVIEW TIME \_\_\_\_\_



**Dickinson Frozen Foods**

FOR OFFICE USE ONLY  
 SHIFT DESIRED: D S M F  
 ORIENTATION: M T W T F  
 \_\_\_/\_\_\_/\_\_\_ am pm

**DICKINSON FROZEN FOODS APPLICATION FOR EMPLOYMENT**

Each question should be fully and accurately answered by the applicant. No action can be taken on this application until all questions have been answered. Use a blank paper if you do not have enough room on this application blank. PLEASE PRINT, except for signature on back of application. All information given will be available only to persons who have a "need to know" or as required by law. This company will make reasonable accommodation in the application process, if needed.

Today's Date \_\_\_\_\_ Telephone Number \_\_\_\_\_ Message Number \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

**INTEREST AND AVAILABILITY**

Position(s) applying for \_\_\_\_\_ Date Available \_\_\_\_\_

Which category would you prefer?  Full Time  Part Time  Temporary or Seasonal

Which shift(s) would you be willing to work?  Daytime  Evening  Midnight  Rotating

Willing to work weekends?  Yes  No

Are you 18 years of age or over?  Yes  No

Are you authorized to work in the United States?  Yes  No

(Federal Law requires proof of identity and employment authorization for all new employees.)

**EDUCATION AND BACKGROUND**

SCHOOL	CIRCLE LAST YEAR COMPLETED	SCHOOL NAME	MAJOR SUBJECTS
High School	9 10 11 12		
University/College	13 14 15 16 17+		
Other job-related education			

If you are an experienced operator of any business/plant machines or equipment, please list:

---



---

List any other skills, licenses or certificates that may be job-related or that you feel would be of value to this job or company

---

Have you ever been convicted of a felony?  Yes  No (A conviction will not necessarily disqualify an applicant.)

If "Yes", please explain: \_\_\_\_\_

Have you ever been previously employed by Dickinson Frozen Foods, Inc (DFF, Inc)?  Yes  No

If "Yes" under what name(s)? \_\_\_\_\_

(For Driving Job Only)

Do you have a valid driver's license?  Yes  No DL# \_\_\_\_\_ Type \_\_\_\_\_ State \_\_\_\_\_

## EMPLOYMENT HISTORY

Your application will not be considered unless every question in this section is answered. Since we will make every effort to contact previous employers, the correct telephone number of past employers is critical.

<b>MOST RECENT EMPLOYER</b>	Are you currently working for this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, may we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name _____ Address _____ City & State _____ Phone Number (____) _____		
Dates Employed: From _____ To _____ Job Title _____ Supervisors Name _____		
Duties _____		
Salary _____ Per (hour, week, month) Reason for leaving _____		
<hr/>		
<b>NEXT PREVIOUS EMPLOYER</b>	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name _____ Address _____ City & State _____ Phone Number (____) _____		
Dates Employed: From _____ To _____ Job Title _____ Supervisors Name _____		
Duties _____		
Salary _____ Per (hour, week, month) Reason for leaving _____		
<hr/>		
<b>NEXT PREVIOUS EMPLOYER</b>	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name _____ Address _____ City & State _____ Phone Number (____) _____		
Dates Employed: From _____ To _____ Job Title _____ Supervisors Name _____		
Duties _____		
Salary _____ Per (hour, week, month) Reason for leaving _____		

## REFERENCES

Include only former supervisors or individuals familiar with your work ability. PLEASE DO NOT INCLUDE RELATIVES.

NAME	ADDRESS/ PHONE	YEARS KNOWN/ RELATIONSHIP
1.		
2.		

This employment Application is used to notify me that the nature and scope of the investigation, if one is conducted, could include such general identification information as residence verification, and, as applicable, information concerning my employment, education, general reputation, character, personal characteristics, and habits, and that such information may be developed through personal interviews with third parties such as family members, neighbors, friends, associates, former employers, education institutions, financial sources, and custodians of official records or other sources. Only job-related information developed from such a report will be considered in evaluating my employment application or continued employment. I hereby authorize these persons, companies, organizations, or corporation to answer all questions or release any information regarding the items listed in this paragraph. I hereby release them from any liability and hold them harmless from any claim for releasing truthful information within their knowledge and/or records.

I authorize Dickinson Frozen Foods, Inc. to release to any person, firm, entity, or organization with which I may seek employment in the future, any truthful information concerning my work experience with Dickinson Frozen Foods, Inc. I hereby release and hold Dickinson Frozen Foods, Inc. harmless from any claim for releasing any truthful information within its knowledge and/or records.

I understand that Dickinson Frozen Foods, Inc. is a Drug and Alcohol Free environment and I will be subject to mandatory random testing for such substances. I certify that the answers given by me to the foregoing questions and during any interviews are true and correct without consequential omissions, and understand that, if employed, omissions and/or false statements on this application or during any interviews may result in dismissal. I understand and acknowledge that, if hired, my employment is for no definite period and either Dickinson Frozen Foods, Inc. or I may terminate our relationship at will at any time, without notice or any reason, and that this employment application does not constitute an employment contract. I have had an opportunity to have my questions about this statement's content answered and understand its terms.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Equal Opportunity Employer