

## TRUCK DRIVER APPLICATION

<b>NAME</b> LAST		FIRST		MI	
<b>ARE YOU 21 YRS OF AGE OR OVER?</b> <input type="checkbox"/> NO <input type="checkbox"/> YES		<b>ARE YOU LAWFULLY EMPLOYABLE WITHIN THE UNITED STATES?</b> <input type="checkbox"/> NO <input type="checkbox"/> YES			
TODAY'S DATE		PHONE		DATE AVAILABLE	
POSITION APPLIED FOR		LOCATION		SALARY DESIRED	
<b>You must provide addresses for the past three years</b>					
PRESENT ADDRESS	Street	City	State	Zip code	How Long?
FORMER ADDRESS	Street	City	State	Zip code	How Long?
FORMER ADDRESS	Street	City	State	Zip code	How Long?
IN EMERGENCY NOTIFY			EMERGENCY PHONE		

### EDUCATION/TRAINING

NAME & LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE?	GED?	MAJOR MINORS	DEGREE RECEIVED
HIGH SCHOOL	NA	<input type="checkbox"/> NO <input type="checkbox"/> YES	<input type="checkbox"/> NO <input type="checkbox"/> YES	NA	NA
COLLEGE		<input type="checkbox"/> NO <input type="checkbox"/> YES	NA		
OTHER		<input type="checkbox"/> NO <input type="checkbox"/> YES	NA		

### LICENSES

LICENSE TYPE	LICENSE NUMBER	STATE	EXPIRATION DATE

Have you ever been denied a license, permit or privilege to drive?    NO    YES

Has any license, permit or privilege to drive been suspended or revoked?    NO    YES

If you answered yes to either of the above questions, please attach a statement giving details.

### DRIVING EXPERIENCE (your most recent three years of driving history is required)

EQUIPMENT CLASS	TYPE (VAN, TANK, ETC.)	FROM/TO	APPROXIMATE MILES
Truck			
Tractor/semi trailer			
Tractor/two trailers			
Other			

**ACCIDENT RECORD** (your most recent three years of driving history is required)

DATE OF ACCIDENT (EACH OCCURENCE)	NATURE OF ACCIDENT (HEAD-ON, REAR-END, ETC.)	PENALTY	INJURIES

**TRAFFIC CONVICTIONS** (excluding parking violations)

DATE OF CONVICTION (EACH OCCURENCE)	CONVICTION	PENALTY	INJURIES

**EMPLOYMENT HISTORY** (must account for the last 10 years)

EMPLOYER		EMPLOYMENT DATES	SALARY	POSITION	ELIGIBLE FOR REHIRE
NAME		FROM	STARTING	STARTING	<input type="checkbox"/> NO <input type="checkbox"/> YES
ADDRESS		TO	ENDING	ENDING	
SUPERVISOR	PHONE	REASON FOR LEAVING			
NAME		FROM	STARTING	STARTING	<input type="checkbox"/> NO <input type="checkbox"/> YES
ADDRESS		TO	ENDING	ENDING	
SUPERVISOR	PHONE	REASON FOR LEAVING			
NAME		FROM	STARTING	STARTING	<input type="checkbox"/> NO <input type="checkbox"/> YES
ADDRESS		TO	ENDING	ENDING	
SUPERVISOR	PHONE	REASON FOR LEAVING			
NAME		FROM	STARTING	STARTING	<input type="checkbox"/> NO <input type="checkbox"/> YES
ADDRESS		TO	ENDING	ENDING	
SUPERVISOR	PHONE	REASON FOR LEAVING			
NAME		FROM	STARTING	STARTING	<input type="checkbox"/> NO <input type="checkbox"/> YES
ADDRESS		TO	ENDING	ENDING	
SUPERVISOR	PHONE	REASON FOR LEAVING			

LIST PERIODS OF UNEMPLOYMENT FOR MORE THAN 30 DAYS, AND EXPLAIN

**PERSONAL DATA**

Have you been convicted or pled no contest to any criminal offense?  NO  YES If yes, indicate the nature of offense, date, court, and disposition. A conviction will not necessarily disqualify an applicant from employment.

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Is there anything that will interfere with your ability to perform, on a regular basis, the essential duties of the job for which you are applying?  NO  YES

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Have you worked at Goodwill before?  NO  YES If yes, when?

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Have you applied for work with us before?  NO  YES If yes, when?

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How were you referred to Goodwill?

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What job(s) are you applying for?

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Are you currently employed?  NO  YES May we contact your employer?  NO  YES

Are you applying for:  Full-Time  Part-Time\*  Temporary When can you start at Goodwill? \_\_\_\_\_  
 \*If hired as a part-time employee, would you be willing to work up to 40 hours per week?  NO  YES

What days and hours would you be available to work, please check those that apply:

	ALL	SUN	MON	TUE	WED	THUR	FRI	SAT	HOLIDAYS
MORNING									
AFTERNOON									
EVENING									

List the types of work you can do:

List any friends or relatives who supervise any positions you are applying for:

## REFERENCES

Please list address and phone number of three (3) persons not related to you who can comment on your education or job-related experience:

Name	Address	Phone

**PLEASE REVIEW YOUR APPLICATION TO SEE THAT YOU HAVE ANSWERED ALL QUESTIONS. PROVIDE ONLY THE INFORMATION REQUESTED. FAILURE TO DO SO MAY RESULT IN NON-CONSIDERATION.**

Goodwill Industries employs only U.S. citizens and lawfully authorized alien workers. Employment eligibility verification as required by Immigration and Naturalization Services will be required of all new employees. Acceptable documents are available from the Human Resource/Personnel department.

"I certify that this application was completed by me, and that all entries on it and information contained in it are true and complete to the best of my knowledge."

If employed by Goodwill Industries of the Inland Northwest, I hereby authorize Goodwill to use my name and photograph for identification purposes.

Employment with Goodwill Industries is voluntarily entered into, and as such, employees are free to resign at any time, with or without advance notice. Likewise Goodwill is free to terminate the employment relationship with or without advance notice and with or without cause. The employment relationship is strictly one of employment at will.

Goodwill wants you to know that reference checking is an important part of our hiring process. In addition to contacting the persons you furnished as references, we may also contact other business associates, acquaintances and friends. We ask all references a series of questions about work experience, character, personal habits, educational background and personality. In some cases, we ask an outside firm to check references.

"I voluntarily consent to allow Goodwill Industries of the Inland Northwest or any of its officers, employees or agents to check my references by contacting any person who they deem to be an appropriate reference. I understand that these questions may be about my personal or educational background, work experience, character and personality."

**No phone calls please. Applicants selected for interview will be contacted.**

Applications remain active for most positions at Goodwill only until the position has been filled. Thus, if you would like to be considered for an alternative position or an additional position, you will be required to re-apply for that position (unless otherwise notified).

SIGNATURE	DATE
If someone helped you fill out this application form, who was it?	
NAME	RELATIONSHIP

THIS COMPANY IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT UNLAWFULLY DISCRIMINATE ON THE BASIS OF RACE, SEX, AGE, COLOR, RELIGION, NATIONAL ORIGIN, MARITAL STATUS, VETERAN STATUS, DISABILITY STATUS OR ANY OTHER BASIS PROHIBITED BY FEDERAL, STATE OR LOCAL LAW. PLEASE LET US KNOW IF YOU NEED ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THE APPLICATION PROCESS.

**END OF APPLICATION**

NAME: \_\_\_\_\_

**FOR OFFICE USE ONLY - DO NOT WRITE BELOW THIS LINE**

**INTERVIEW**

NEEDS NOTED	
POSSIBLE JOBS	
DRIVER LICENSE STATE & CLASSIFICATION	
COMMENTS	
ACTION TAKEN	
INTERVIEWER	DATE
MANAGER SIGNATURE	DATE

**REFERENCE CHECKS/FOLLOW-UP**

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**ENTRY**

START DATE (ORIENTATION)	DEPARTMENT	
JOB TITLE	DOT# (IF APPLICABLE)	
WAGE \$ <span style="float:right">per hour</span>	ACCOUNTING CODE	
Driver Classification <input type="checkbox"/> Light <input type="checkbox"/> Heavy		
EMPLOYMENT CLASSIFICATION <input type="checkbox"/> Executive Staff <input type="checkbox"/> Exempt Staff <input type="checkbox"/> Temporary <input type="checkbox"/> Hourly/Non-Exempt		WORK STATUS <input type="checkbox"/> Part Time <input type="checkbox"/> Full Time
<b>Action</b>	<b>Date</b>	<b>Initials</b>
<input type="checkbox"/> Request MVR and send with copy of Drivers License to Human Resources		
<input type="checkbox"/> Road Test		
<input type="checkbox"/> Request Drug/Alcohol test from Human Resources		
<input type="checkbox"/> Employee completes pre-consent		
COMMENTS		
SIGNATURE	DATE	
HUMAN RESOURCES MANAGER/DIRECTOR		

**FOR OFFICE USE ONLY - DO NOT WRITE ABOVE THIS LINE**