


Application for Employment

Beam Mack Sales & Service, Inc.
Rochester

 Conway Beam Leasing
Horseheads

 Conway Volvo Truck & Bus
Watertown

Please TYPE or PRINT clearly. To be considered for employment, this Application for Employment Form must be completed and signed personally by the applicant. You may attach a resume to substitute the Education, Employment and References sections. If an answer is NO or NOT APPLICABLE, indicate such.

We are an Equal Opportunity Employer. We consider all applications for all positions without regard to race, color, religion, gender, national origin, age, sexual orientation, genetic predisposition or carrier status, marital status, pregnancy, veteran status, or any other legally protected class or status.

Please notify a company representative if a reasonable accommodation is needed to participate in the application and/or interviewing process.

Position applied for _____ Date of application _____

Name _____
Last First Middle

Address _____
Street City State Zip

Telephone (____) _____ Mobile/Pager (____) _____ E-Mail Address _____

Are you 18 years of age or older? Yes No

Have you ever been employed here before? If yes, give dates and positions _____ Yes No

Are you legally eligible for employment in the United States? *Employment eligibility will be verified upon employment* Yes No

Date Available for starting work _____ What is your desired salary range? _____

Type of employment desired Full-Time Part-Time Temporary
(Check all that apply)
Days Evenings

Driver's license number if driving is an essential job function _____ State _____

Employment History - Provide the following information of your past (4) employers, assignments or volunteer activities, starting with the most recent.

From	To	Employer	Telephone (____)
Starting job title / final		Address	
Immediate Supervisor		Summarize the nature of work performed and job responsibilities	
May we contact for Reference			
Reason for leaving		Hourly Rate / Salary	
		Start \$	per Final \$ per

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Conviction Record Status

All applicants and employees must, as a condition of employment, inform **Beam Mack Sales & Service, Inc.** of all convictions. This includes all convictions received within the past seven years, while your application for employment is pending, and within three days of receiving a conviction if currently employed.

Have you ever been convicted of, and/or plead guilty to, a felony or misdemeanor in the past seven years? Yes No

If you answered "yes" and have been convicted of a felony or misdemeanor, please provide additional information such as the crime(s), date(s), court location, sentencing information, disposition of sentence, and rehabilitation completed. Please note that a "yes" answer to the question does not necessarily disqualify an applicant from employment. Factors that will be taken into account include the nature of the conviction and/or completion of sentence, and the seriousness of the offense. The company reserves the right to reject individuals for employment based on job-related convictions.

Date of Offense	County and State in which Offense Occurred	Conviction / Explanation	Rehabilitation Completed
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Skills and Qualifications

Summarize or list any training, skills, licenses and/or certifications that may qualify you as being able to perform the functions in the position for which you are applying.

Educational Background – If job related

Name and Location	Years Completed	Did you Graduate	Course of Study

References

Name / Occupation	Telephone	Number of Years Known

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) cancel further consideration of this application. or (ii) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

If employed by the company, I understand that I am required to abide by the company's policies, procedures, rules and regulations. I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages or salary, be terminated by the company or myself at any time for any reason with or without cause or notice. I further understand that the policies, procedures, rules, and benefits contained in the company's handbook, benefit plans, and other written documents should not be considered an employment contract for any period of time.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____ Date _____