



6475 Maxtown Road, Westerville, OH 43082 614.882.0080

PERSONAL INFORMATION

DATE / /

Name (Last)	First	Middle	Social Security No.		
Home Address		City	State	Zip	Birthdate / /
Home Telephone	Cell Telephone	E-Mail Address		May we contact you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Position Applying For		Date Available / /		Are you interested in (check all that apply) <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Seasonal <input type="checkbox"/> Summer	

Days and Hours Available

Days	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
From						X	X
To						X	X

How were you referred to The J.C. Manny Co.?

EDUCATION

Type of School	Name and Location of School			Degree/Area of Study	Number of Years Attended	Graduated (Check One)
High School	Name	Address				<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State	Zip			
College	Name	Address				<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State	Zip			
Graduate School	Name	Address				<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State	Zip			
Other	Name	Address				<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State	Zip			

Summarize Your Special Skills or Qualifications

PERSONAL INFORMATION

Salary Requirements	Driver's License #	Benefits Requirements
Are You Physically Able to Lift 35-55 lbs.? <input type="checkbox"/> Yes <input type="checkbox"/> No		Please List Any Health Problems You Might Have, e.g. Migraines, Allergies, etc.:
Are You Able to Work & Use Cleaning Chemicals? <input type="checkbox"/> Yes <input type="checkbox"/> No		
LEGAL		Our Business Uses Chemicals and has Fumes from these Chemicals, would this be a problem for you? <input type="checkbox"/> Yes <input type="checkbox"/> No

Are you a U. S. Citizen or do you have a legal right & necessary documents to work in the U. S.? Yes No
(Identity and employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Act of 1986.)

Were you ever discharged by any company? Yes No If yes, give name of company(ies) _____

Reason for Discharge _____

Have you ever been convicted of a crime other than a minor traffic violation? (Note: You are not obligated to discuss sealed or expunged records of conviction or arrest nor will such information be asked of you or considered in employment decisions.) The existence of a criminal record will not automatically disqualify you from the job for which you are applying. Yes No If yes, please explain offense and final disposition: _____

(CONTINUED ON BACK)

