



1411 Combermere Dr
 Troy, MI 48085
 Ph 248-435-8526
 Fax 248-435-8632
help@allpartitions.com

We are an Equal Opportunity Employer and fully subscribe to the principles of Equal Employment Opportunity. Applicants and/or employees are considered for hire, promotion, and job status without regard to race, color, religion, creed, sex, marital status, national origin, age, physical or mental disability.

Last Name: _____ Date of Application: _____
 First Name: _____ Middle Name: _____
 Maiden Name if Applicable: _____
 Current Address: _____ City: _____
 State: _____ Zip: _____ Phone Number: _____ Email: _____

GENERAL INFORMATION

Are you able to perform the essential duties of the position for which you are applying with or without reasonable accommodation? Yes No

Have you been convicted of any felonies other than minor traffic violations during the past seven years? (A criminal record or conviction will not automatically bar employment, but will be considered only as it reasonably relates to your fitness to perform in the position for which you are applying). No Yes If yes, please explain:

Do you have a driver's license? Yes No
 What is your means of transportation to work? _____
 Driver's license number: _____ State of Issue: _____
 Expiration date: _____

How many hours can you work weekly? _____
 Check days and times you ARE available to work:
 Monday 9am-1pm 1pm-5pm, Tuesday 9am-1pm 1pm-5pm, Wednesday 9am-1pm 1pm-5pm,
 Thursday 9am-1pm 1pm-5pm, Friday 9am-1pm 1pm-5pm
 Date you can start: _____

EDUCATION AND TRAINING

Circle last grade completed – Grade 1 2 3 4 5 6 7 8 9 10 11 12 College 1 2 3 4 Masters ___ Doctorate ___

Name & Address of School	Major Course Studied	Graduated or Degree (Y or N)	Average Grade
High School:			
College or University:			
Other (Technical, Vocational, Graduate, etc):			
List any scholarships, academic honors, awards, or special achievements:			

SKILLS

Please list any skills you have that are appropriate for the position you are applying for: _____

Interests/Accomplishments: You may wish to list significant experiences, interests, and accomplishments gained while working as a volunteer or hobbyist that may be useful in the position you are seeking. _____



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EMPLOYMENT HISTORY

Start with your present or most recent employer and list in consecutive order all employment for at least the past five years. Attach additional sheets if necessary.

Full Name of Company: _____ Address: _____ _____ Phone Number: _____	Salary Begin/End	Employed From To Mo/Yr Mo/Yr
Name & Title of Supervisor: _____ Title or Your Position: _____ List duties performed, skills used, and promotions while employed here: _____ _____ _____	REASON FOR LEAVING:	

If currently employed, may we contact your employer? Yes No

Full Name of Company: _____ Address: _____ _____ Phone Number: _____	Salary Begin/End	Employed From To Mo/Yr Mo/Yr
Name & Title of Supervisor: _____ Title or Your Position: _____ List duties performed, skills used, and promotions while employed here: _____ _____ _____	REASON FOR LEAVING:	

Full Name of Company: _____ Address: _____ _____ Phone Number: _____	Salary Begin/End	Employed From To Mo/Yr Mo/Yr
Name & Title of Supervisor: _____ Title or Your Position: _____ List duties performed, skills used, and promotions while employed here: _____ _____ _____	REASON FOR LEAVING:	

Full Name of Company: _____ Address: _____ _____ Phone Number: _____	Salary Begin/End	Employed From To Mo/Yr Mo/Yr
Name & Title of Supervisor: _____ Title or Your Position: _____ List duties performed, skills used, and promotions while employed here: _____ _____ _____	REASON FOR LEAVING:	

READ CAREFULLY: I certify that the statements I have made are true and correct to the best of my knowledge. I understand that the submission of any false information or the omission of any requested information in connection with my application for employment, whether on this document or not, may be cause for failure to hire or for immediate discharge should I be employed by All Partitions and Parts. I hereby warrant that I have read and fully understood the foregoing and seek employment under these conditions of my own free will and in accordance with my own judgment. I understand that, if hired, my employment would be "at-will" and could be terminated at any time by either party, with or without cause and with or without notice.

Signature: _____ Date _____