



EMPLOYMENT APPLICATION

Personal Information:

Name _____ Date _____

Present address _____ City _____ State _____ Zip _____

Previous address _____ City _____ State _____ Zip _____

How long at current address? _____ How long at previous address? _____

Home phone number _____ Alternate/Cell phone number _____

Email address _____

Marital status: Single _____ Married _____ Are you 18 years of age or older? Yes _____ No _____

Are you legally eligible for employment in the United States? Yes _____ No _____

Have you ever been charged with or convicted of a crime in any state (including felonies, misdemeanors, guilty pleas, or pleas of nolo contendere) other than minor traffic offenses? _____

If yes, please explain _____

Note: Applicants may be subject to a background check. A prior charge or conviction will not necessarily bar you from employment; however, the type of conviction and when it occurred will be considered.

If hired, would you be able to perform all functions and all necessary job assignments of the particular job for which you are applying? Yes _____ No _____ If no, please explain

Have you ever received workmen's compensation or disability income payments? Yes _____ No _____

If yes, please describe _____

How did you learn of our organization? _____

What interest or background in cycling do you have (activities, competition, home repair, etc.)? _____

Employment Interest:

Sales/merchandising ____ Technician ____ Assembler ____ Inventory control/purchasing ____

Bookkeeping ____ Office Assistant ____

Date available to start _____ Pay/wages desired _____

Are you employed now? _____ If yes, may we contact your present employer? _____

If no, please explain _____

Have you ever applied to Chainwheel Drive before? Yes ____ No ____

Which location? _____ When? _____

Please indicate hours you can work. If no limitations, list all.

Mon _____ Tues _____ Wed _____ Thur _____ Fri _____ Sat _____ Sun _____

Number of hours you wish to work per week: _____

Education:

	Name and Location of School	Subjects Studied/ Degree	Did you graduate?	# Years Attended
Elementary School				
High School				
College				
Trade or Business				

Military Service: *Complete this section if you served in the U.S. Armed Forces.*

Describe your duties and any special training _____

Branch of service _____ Rank at discharge _____

Period of active duty (Month & Year): From _____ To _____

Date of discharge _____ Present membership in National Guard or Reserves _____

Employment History:

Please list your full-time and part-time employment record for your past four positions, starting with your present or most recent employer and account for any periods of unemployment. Use a separate sheet, if necessary.

Company Name	Telephone
Address	Dates Employed: From _____
	_____ To _____
Name of Supervisor	Weekly Pay: Start _____ Last _____
State Job Title and Describe Your Work	Reason for leaving

Company Name	Telephone
Address	Dates Employed: From _____
	_____ To _____
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Except for vacations and holidays, how many work days were you absent during the past calendar year?

0-5 days ____ 6-10 days ____ 11-15 days ____ 16-20 days ____ 21+ days ____

References: Give the names of three persons not related to you, whom you have known at least one year.

Name	Address	Relation to you	Phone	Years Acquainted

Service Department Supplement: (Service applicants only)

Please indicate your ability to perform the following tasks, **WITHOUT SUPERVISION OR ASSISTANCE.**

Answer the questions with a 'yes' or 'no' answer.

Can you adjust: Headsets? _____ Hubs? _____ Bottom brackets? _____

Can you overhaul: Headsets? _____ Hubs? _____ Bottom brackets? _____

Can you install tires and tubes? _____ Can you install tubular tires? _____

Can you size and install a chain? _____ Do you know how to check a chain for wear? _____

Do you know how to adjust the limit screws on derailleurs? _____

Can you install road bike brake lever/shifters (STI,Ergo) ? _____

Can you true wheels? _____ Can you build wheels? _____

Can you replace spokes and find the proper length? _____

Can you overhaul spring/elastomer suspension forks? _____

Can you overhaul air/oil suspension forks? _____

CERTIFICATION: (All applicants)

I hereby authorize the release of any employment data relevant to my employment with Chainwheel Drive, Inc. for the purpose of a bona fide credit and employment investigation. I authorize a thorough investigation of my past employment activities, and background and agree to cooperate in such investigation, and release from all liability or responsibility all persons and corporations requesting or supplying such information. This investigation shall also include a determination regarding whether I have a criminal record.

I fully understand that if employed, any misrepresentation or omission on this application will result in dismissal, regardless of the date of discovery. Employment may also be subject to my passing a medical examination as required by the Personnel policies of Chainwheel Drive, Inc. and to a satisfactory review of my references.

I understand that neither the Application nor any statement made to me during the hiring process or thereafter shall be considered a contract of employment of any kind. Where such a contract is intended, I understand that it will be separately entered into and signed by the President of the Company.

Signature: _____ **Date:** _____