



WHITE'S Application for Employment

White's Lumber, Inc.
 Attn: Human Resources
 Department
 231 N. Rutland Street
 Watertown, NY 13601

White's Lumber, Inc is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, disability or protected veteran status, and any other basis protected by applicable local, state, or federal law or executive orders.

Instructions: An application must be filled out – a resume will not be accepted in place of an application. An application that is incomplete or illegible will not be processed – please type or print. The position(s) for which you are applying should be specific. Information on your education and work history must be complete – “See Resume” will not be accepted. Please do not give us any information that is not requested. Please remember to sign and date your application.

Last Name:	First Name:	Middle Initial:
Address:	City/Town:	State: Zipcode:
Home Phone:	Work Phone:	Cell Phone:
Check the type of position you are seeking: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary/Seasonal		
Date Available to work: ____/____/____ What is your desired salary range? _____		
Are you subject to recall from a current layoff: ____ Yes ____ No		
Can you travel if job requires it? ____ Yes ____ No		
Position(s) applied for _____ Salary or Hourly Wage Requirement: _____		
Preferred Location(s): <input type="checkbox"/> Watertown <input type="checkbox"/> Gouverneur <input type="checkbox"/> Pulaski <input type="checkbox"/> Clayton <input type="checkbox"/> Paint Store		
Referral Source Information		
____ Advertisement	____ Employment Agency	____ Friend
____ Relative	____ Inquiry	Other _____

Are you over 18 years of age? Yes No (If no, you may be required to provide authorization)

Have you ever been employed with us before? Yes No If yes, give date(s): _____

Are you currently employed? Yes No May we contact your present employer? Yes No

Are you legally eligible to work in the United States? Yes No (proof of eligibility will be required upon offer of employment)

Have you ever been convicted of any crimes in the last ten years, excluding misdemeanors and summary offenses, which have been annulled, expunged, or sealed by a court? Yes No

If yes, describe in full, including the year of the conviction(s), the court of jurisdiction, the penalty, if any, imposed and the facts of the offense. _____

Please note: A conviction will not necessarily disqualify you from employment. The nature and date of conviction and position applied for will be considered.

Knowledge, Skills, and Abilities

Please check any skills and/or experience that you have listed below in the building material supply industry. This information will be used when related to the essential functions of the position(s).

Accounting/Bookkeeping

Inside Sales

Payroll

CDL Drivers Class

Kitchen Design

Purchasing/Buyer

A

Outside Sales

Shipping/Receiving

B

Paint

Supervisor/Management

Construction

Human Resources

Experience

Please List all equipment that you have operated that would be related to the position(s) in which you are applying. _____

Please describe any specialized training, apprenticeship, skills, and extracurricular activities.

Please summarize special job-related skills and qualifications acquired that you feel would be beneficial to the position(s) to which are you are applying. _____

Education

School	Name and Address of School	Course of Study	Number of Years Completed	Diploma/ Degree
High School				
Undergraduate College				
Graduate/Professional				
Other (Specify)				

Work Experience

Start with your present or last job. Include any job-related military assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer	Telephone Number(s)		
Address	City	State	Zip code
Starting/ Present Job Title	Dates Employed	From:	To:
Supervisor	May we Contact for reference? ___Yes ___No Email _____		
Reason For Leaving _____			
Work Performed _____ _____ _____			

Employer	Telephone Number(s)		
Address	City	State	Zip code
Starting/ Present Job Title	Dates Employed	From:	To:
Supervisor	May we Contact for reference? ___Yes ___No Email _____		
Reason For Leaving _____			
Work Performed _____			

Employer	Telephone Number(s)		
Address	City	State	Zip code
Starting/ Present Job Title	Dates Employed	From:	To:
Supervisor	May we Contact for reference? ___Yes ___No Email _____		
Reason For Leaving _____			
Work Performed _____			

Comments: Include an explanation of gaps (if any) in your employment _____ _____ _____ _____			

Driving Record

Type of driver's license held: ___ Operator ___ Commerical Operator ___ Chauffeur

State issued by: _____ Expiration Date: _____

If your driver's license has been revoked or suspended in the past 10 years, please explain:

Experience

Please check the types of motor vehicles you have driven and list the length of time you have driven that type of vehicle.

Boom Truck _____ Spider Truck (with forklift) _____ Tractor Trailer _____

Flat Bed Truck _____ Stake Truck _____ Other _____

Driving History

List Any Traffic Violations and/or accidents in the last 3 years:

Month/Year	Description of violation or accident

References

Do not include family members or past supervisors

Name	Phone Number	Best Time to Call	Occupation
1.			
2.			
3.			

Documents for The Right to Work

To help us comply with the Immigration Reform and Control Act of 1986, please CIRCLE all of the following documents that you have proving your right to work in the United States:

U.S. Passport U.S. Birth Certificate Certificate of Naturalization Social Security Card
Certificate of U.S. Citizenship Driver's License Other Picture Identification
Other Documents (list)

Documents For the Right to Work

I certify that the information provided in this application is true, correct, and complete to the best of my knowledge. I hereby consent to have White's Lumber, Inc. investigate all statements given so as to decide upon employment. This application will be considered active for a time period not to exceed 45 days. Applicant wishing to be considered for employment beyond the time frame should inquire about applications being accepted at the present time. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign, and the Employer may discharge Employee at any time with or without cause. It is also understood that this "at will" employment relationship cannot be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized individual within this company.

I further understand that in the event of my employment here at White's Lumber, Inc., any false or misleading information given in my application or interview(s) may result in discharge. I also understand that I am to abide by all rules and regulations of the employer.

Signature of Applicant

Date