



# Application for Employment

**Equal Opportunity / AA / Disabled / Veterans Employer**

American & Efird LLC (A&E) is an affirmative action employer committed to offering equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law.

To be considered, you must apply for a specific position for which A&E has a current posted job opening. For information about available positions, please see our Careers page at [www.amefird.com](http://www.amefird.com). If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available.

Should you need assistance or reasonable accommodations in connection with the application and/or interview process, please contact Human Resources at (704) 951-2430 or at [human.resources@amefird.com](mailto:human.resources@amefird.com).

**How did you hear about A&E?** TV Radio Newspaper Friend E.S.C. Office Sign \_\_\_\_\_ Other

**Please Print All Information Except Signature**

Because American & Efird LLC strives to be a drug-free place to work, the Company has instituted a comprehensive substance abuse policy. I understand that A&E may require me to submit to a test for the presence of drugs in my system prior to employment and at any time during my employment, to the extent permitted by law.

Failure to follow application instructions or supplying any non-requested information may result in your application being rejected. Original applications must be submitted in person.

Date Application Submitted: \_\_\_\_\_ Updated : \_\_\_\_\_  
*For Office Use Only*

**NAME AS IT APPEARS ON YOUR SOCIAL SECURITY OR I.D. CARD**

Name: \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street City State Zip

List Phone Numbers Where You Can Be Reached: 1) \_\_\_\_\_ 2) \_\_\_\_\_

If you are under age 18, please list age: \_\_\_\_\_ Date you can begin work? \_\_\_\_\_

Specific position(s) for Which I am Applying ("Any" is unacceptable)	Pay Range I will Consider For This Position	What Shift Are You Available To Work (First, Second, or Third)
1)		
2)		
3)		

**Besides This Location, Are There Other Locations At Which You Would Consider Working?**

No Yes If Yes, Please List Your Preference: \_\_\_\_\_

**False Or Misleading Information Or Significant Omission May Disqualify Applicant From Further Consideration Of Employment With The Company, And/Or May Be Grounds For Immediate Dismissal If Discovered At A Later Date.**

**Please Print All Information Except Signature**

**CRIMINAL CONVICTIONS**

Criminal background checks are conducted on all candidates who receive a conditional offer of employment. A criminal conviction is not an automatic bar to employment at A&E. We look at the total picture and consider several relevant factors, such as the date of the offense, the nature and gravity of the offense, time that has passed since the offense, the completion of a sentence and any restitution, the nature of the position sought, and a candidate's history since the offense. We will not consider minor traffic violations unless you are applying for a driver position.

**Note: A conviction includes a plea of guilty, no contest or nolo contendere. Routine traffic violations (e.g., speeding, failure to yield) should not be listed unless applying for a driver position. However, DWI/DUI convictions are not "routine" and should be listed.**

Have you ever been convicted of a criminal offense, including misdemeanors and felonies? No Yes  
If "Yes", please provide the nature of the offense, when, where, and final disposition. Attach another page if necessary.

---

---

**FAMILY/RELATIVE EMPLOYMENT HISTORY**

Do you currently have any relatives working for American & Efird LLC? No Yes  
If yes, please list their name, present job title, and work location.

---

**SKILLS AND QUALIFICATIONS**

What qualifications, skills, experience, or interests would you bring to American & Efird LLC \_\_\_\_\_

---

Are you authorized to work in the US without restriction for an indefinite period of time? No Yes

Will you now or in the future require sponsorship for employment visa status? No Yes

**APPLICATION AND REFERENCE DATA**

Did you complete this application yourself? No Yes

If not, please list the name of the person who did. \_\_\_\_\_

Have you ever been known by another name? No Yes

**EDUCATION HISTORY**

Type of School	Name of School	Mailing Address	Last Grade Completed	Major / Degree
Sr. High School				
College				
Other				

**PERSONAL EMPLOYMENT HISTORY**

Has American & Efird LLC ever employed you (even for one day) at any of its locations? No Yes  
If yes, please list when, where, your last position, and supervisor's name.

---

---

**False Or Misleading Information Or Significant Omission May Disqualify Applicant From Further Consideration Of Employment With The Company, And/Or May Be Grounds For Immediate Dismissal If Discovered At A Later Date.**

**Please Print All Information Except Signature**

**List All Employment Information For The Past Ten (10) Years Starting With Your Current Or Most Recent Employer. Include Military Service And All Periods Of Unemployment. For dates of employment, list both the month and year.**

***IF YOU NEED ADDITIONAL SPACE, PLEASE ATTACH SEPARATE SHEET OF PAPER.***

Company: \_\_\_\_\_  Full-time  Part-time  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Last/Current Position Held: \_\_\_\_\_  
Last/Current Supervisor Name: \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_  
Date Employed (From \_\_\_\_\_ to \_\_\_\_\_) Rate of Pay: Start \_\_\_\_\_ End \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Please Explain Why You Left. \_\_\_\_\_  
\_\_\_\_\_

Company: \_\_\_\_\_  Full-time  Part-time  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Last/Current Position Held: \_\_\_\_\_  
Last/Current Supervisor Name: \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_  
Date Employed (From \_\_\_\_\_ to \_\_\_\_\_) Rate of Pay: Start \_\_\_\_\_ End \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Please Explain Why You Left. \_\_\_\_\_  
\_\_\_\_\_

Company: \_\_\_\_\_  Full-time  Part-time  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Last/Current Position Held: \_\_\_\_\_  
Last/Current Supervisor Name: \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_  
Date Employed (From \_\_\_\_\_ to \_\_\_\_\_) Rate of Pay: Start \_\_\_\_\_ End \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Please Explain Why You Left. \_\_\_\_\_  
\_\_\_\_\_

Company: \_\_\_\_\_  Full-time  Part-time  
Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Last/Current Position Held: \_\_\_\_\_  
Last/Current Supervisor Name: \_\_\_\_\_ Supervisor's Title: \_\_\_\_\_  
Date Employed (From \_\_\_\_\_ to \_\_\_\_\_) Rate of Pay: Start \_\_\_\_\_ End \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Please Explain Why You Left. \_\_\_\_\_  
\_\_\_\_\_

**False Or Misleading Information Or Significant Omission May Disqualify Applicant From Further Consideration Of Employment With The Company, And/Or May Be Grounds For Immediate Dismissal If Discovered At A Later Date.**

**Please Print All Information Except Signature**

**IMPORTANT INFORMATION CONCERNING YOUR APPLICATION AND/OR EMPLOYMENT. PLEASE READ CAREFULLY!**

I have read and understand each of the paragraphs appearing on this page and certify that this application was completed by me, and that all entries and information placed on it are true and complete. I understand that any false, incomplete, or deceptive response made by me on this application or other required document may be grounds for denial of employment or discharge. By my signature below, I state that the information provided in this employment application and any accompanying documentation is true and complete.

If I am offered employment, I am willing to take a pre-employment physical, other fitness for duty examinations when required, and also authorize any physician, person, hospital, former employer, or other institution that has or may hereafter provide treatment to me to furnish to American & Efird LLC, information concerning my health or physical condition, and any treatment rendered. I expressly waive all provisions of law prohibiting the release of this information.

I agree to execute a confidentiality agreement where necessary to protect company confidential information.

***I authorize my former employer(s) to provide any and all information related to my work history and in consideration for the cooperation of my former employer(s) in this matter, I release my former employer(s) from any liability arising therefrom.***

American & Efird LLC does not discriminate in employment opportunities on the basis of any characteristic protected by law. Applicants are requested not to provide such information on this application to ensure that all applications are considered fairly. Any application that contains non-requested information will be rejected. Faxed or emailed applications are accepted but original applications must be submitted as well, and any application that is photocopied will be automatically rejected.

**I FURTHER UNDERTAND THAT MY EMPLOYMENT WITH THE COMPANY SHALL BE PROBATIONARY FOR A PERIOD OF NINETY (90) DAYS, AND THAT AT ANY TIME DURING THIS PROBATIONARY PERIOD AND THEREAFTER, MY EMPLOYMENT WITH AMERICAN & EFIRD LLC IS AT-WILL AND MAY BE TERMINATED AT ANY TIME, FOR ANY REASON, BY EITHER THE EMPLOYEE OR THE COMPANY.**

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for, any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time or any customary practice, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of A&E LLC, or otherwise to change any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the president of the company. Both the undersigned and A&E LLC, may end the employment relationship at any time, without specified notice or reason, and without liability by A&E to the undersigned except for earned wages or salary.

By signing this application, I agree that American & Efird LLC may use photographs of me with or without my name and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and web content. If completing application electronically, typing your name is the same as signing.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**False Or Misleading Information Or Significant Omission May Disqualify Applicant From Further Consideration Of Employment With The Company, And/Or May Be Grounds For Immediate Dismissal If Discovered At A Later Date.**