

Application For Employment



Personal Information

Last Name _____ First Name _____ Middle Initial _____ Date _____

Other names by which you have been known (for verification and reference checking purposes) _____

Home Phone _____ Mobile Phone _____ Email Address _____

Physical Address _____ City _____ State _____ Zip _____

Are you legally authorized to work in the United States: Yes No

If you are hired by Cody Staffing, will you be able to provide (without sponsorship or other actions by Cody Staffing) documents establishing your legal right to work for Cody Staffing in the United States: Yes No

Are you a veteran?: Yes No

Are you under 18 years of age: Yes No If you are under 18 and still in high school, you may be required to provide a work permit.

Have you ever been convicted of a felony? Yes No

Employment Interest

Position Desired _____ Salary Desired _____ Date Available _____

Have you interviewed for another position at Cody Staffing? Yes No Position: _____

How were you referred to Cody Staffing: _____ Have you ever worked for Cody Staffing? Yes No

Education and Training

| | Name of School | City/State | Degree/Graduate | | Month of Graduation |
|-------------------|----------------|------------|-----------------|----|---------------------|
| High School: | | | Yes | No | |
| College: | | | Yes | No | |
| Technical School: | | | Yes | No | |
| Other: | | | Yes | No | |

Professional / Business References

Please list at least one present or former manager

| | Name | Email Address | Phone | Business Relationship |
|---|-------|---------------|-------|-----------------------|
| 1 | _____ | _____ | _____ | _____ |
| 2 | _____ | _____ | _____ | _____ |
| 3 | _____ | _____ | _____ | _____ |

* FOR OFFICIAL USE ONLY *

| | | | |
|-------------------|-------------------|--------------------------------------|-----------------------|
| Assignment: _____ | Start Date: _____ | Circle One Drug: YES NO PASS FAIL | Payroll: _____ |
| W/C Class: _____ | Pay Rate: _____ | B/G: YES NO PASS FAIL | Married Status: _____ |
| | | Int: YES NO PASS FAIL | Dependents: _____ |

Employment History

Please list most recent employer first

| | | | | |
|--------------------|-----------------------------|----------------------------------------------|-------------------------------------------------------------------------------------|-----|
| Company Name | Street Address | City | State | Zip |
| Job Title | Supervisor's Name and Title | Phone | <input type="checkbox"/> Yes <input type="checkbox"/> No May be contact employer | |
| Job Duties | | Starting Pay | Ending Pay | |
| Reason for Leaving | | Dates of Employment: From (mo/yr) To (mo/yr) | | |

| | | | | |
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Cody Staffing is considered a Federal contractor or subcontractor in terms of doing business with the US government and other prime contractors. We are required to gather and maintain certain information on individuals who reside in the US who apply for employment with us. (Those who do not reside in the US may disregard this document.) To assist Cody Staffing in maintaining accurate employment records and comply with federal government reporting requirements, your assistance is requested. The information you provide below is considered entirely voluntary and confidential, and will be used only for data reporting requirements. If you choose not to self-identify, your employment status will not be affected in any way.

Cody Staffing is an Equal Employment Opportunity Employer. We conduct all employment-related activities without regard to race, color, religion, gender, gender identity, marital status, age, disability, veteran status, national origin, or other classification protected by applicable State or Federal employment discrimination laws. Cody Staffing welcomes diversity in the workplace.

Please check the categories which apply to you:

Gender Information: Male: Female: Prefer not to answer:

Race / Ethnic Group Information:

- Black (African American) not of Hispanic Origin: All persons having origins in any of the Black racial groups of Africa.
- Asian or Pacific Islander: All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, Samoa and India.
- American Indian or Alaskan Native: All persons having origins in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
- Hispanic: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- White, not of Hispanic Origin: All persons having origins in any of the original peoples of Europe, North Africa or the Middle East.

Read Carefully and Sign: I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission of information is grounds for ending the hiring process or dismissal. I authorize verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment; and release all parties from all liability for any damage that may result from furnishing same to Cody Staffing. In consideration of my employment, I agree to conform to the rules and regulations of Cody Staffing. I further agree that either I or the Company may terminate my employment with or without cause and with or without prior notice, at any time. Finally, I understand that no representative of the Company other than an Executive Officer has the authority to enter into any agreement for employment for any specified period of time, or to otherwise alter the foregoing. I understand that I am applying for temporary employment and that it may end at any time

Signature: _____ Printed Name: _____ Date: _____