

Note: Your employment application will be kept on file for **1 year** from this date.

Date: _____



EMPLOYMENT APPLICATION

Mail Application to:

SOUTHCO DISTRIBUTING CO
ATTENTION: GERALD JONES
PO BOX 1897
GOLDSBORO, NC 27533

Personal Information (Please Print)

Last Name		First Name or Initial		Middle Name or Initial	
Social Security Number ____ / ____ / ____		Home Phone Number (____) ____ - ____		Friend / Neighbor Phone # (____) ____ - ____	
Current / Present Street Address		City	State	Zip Code	How long have you lived at this address? ____ years ____ months
Previous Address (within the last 3 years)		City	State	Zip Code	How long did you lived at this address? ____ years ____ months
Driver License / ID #	Are you over the age of eighteen (18)? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, employment is subject to verification that you are of minimum legal age.				

Southco Distributing Company is an Equal Opportunity Employer and abides by local, state and federal law in regard to discrimination because of age, sex, race, national origin, creed, religion, disabilities and/or veteran status.

Have you previously worked for Southco? <input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, please provide the dates you worked for Southco.		
Date worked from: Month/Year ____ / ____ Date worked to: Month/Year ____ / ____		
How were you referred to Southco?		
US Military Service Dates	From: Month/Year ____ / ____ To: Month/Year ____ / ____	Branch Highest Rank
Type of Duty(s):		
Have you ever been convicted of a felony? <input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, please explain (Disclosure of criminal record does not automatically disqualify you from employment consideration. Your case will be judged on its own merit.		
If employed, do you have a reliable means of transportation to get to work? <input type="checkbox"/> No <input type="checkbox"/> Yes		
Are you willing to work overtime and on weekends if required? <input type="checkbox"/> No <input type="checkbox"/> Yes		

Education Information

Name / Location	Dates From / To	Date Graduated	Degree / Diploma	Last Year Completed	Major Subjects
Grammar / Elementary School: Location					
Name / Location	Dates From / To	Date Graduated	Degree / Diploma	Last Year Completed	Major Subjects
Secondary / High School Location					
Name / Location	Dates From / To	Date Graduated	Degree / Diploma	Last Year Completed	Major Subjects
College / Technical / Other Location					

Honors / Scholarships: *Scholarships or honors that may reveal race or ethnic status need not be listed.*

Student Activities: Sports, class offices, etc. *Organizations, which may reveal race or ethnic status, need not be listed.*

Use page three (3) if you need more space to complete.

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References

List any of your relatives that are currently working at Southco:

List any of your friends that are currently working at Southco:

Employment History (List in reverse chronological order with last employer first)

1. Most recent employer (Company Name)	Employment Dates		Job Title	Supervisor(s) Name
	From	To		
	Month / Year	Month / Year		
	/	/		
Company address:				
Company phone number(s)				
Position(s) held:				
Reason for leaving:				
Describe Duties:				

2. Next most recent employer	Employment Dates		Job Title	Supervisor(s) Name
	From	To		
	Month / Year	Month / Year		
	/	/		
Company address:				
Company phone number(s)				
Position(s) held:				
Reason for leaving:				
Describe Duties:				

3. Next most recent employer	Employment Dates		Job Title	Supervisor(s) Name
	From	To		
	Month / Year	Month / Year		
	/	/		
Company address:				
Company phone number(s)				
Position(s) held:				
Reason for leaving:				
Describe Duties:				

Do you have a current fork lift or CDL license? Yes No

Please include the details of any license or certification below:

<p>Do you have a WorkKeys Career Readiness Certificate (CRC)? Yes ___ No ___</p> <p>www.waynecc.edu/works If yes, what is your Career Readiness Certificate level? _____</p>

By signing my name below, I certify that the answers given in this application for employment are true and correct to the best of my knowledge. I authorize such inquiry by Southco into the statements made in this application as may be necessary in reaching an employment decision. I hereby release Southco and any persons or institutions so contacted from any liability of information furnished as a result of such contact. I understand that any false or misleading information given in this application, including a failure to disclose requested information may result in my termination. I understand that I will be required to pass a physical examination, including a drug test and background check before a final offer of employment is determined. Persons hired to operate company vehicles will also be required to meet a MVR (Motor Vehicle Record) check standards. By signing my name below, I consent to these procedures. I understand that any employment with this employer is "at will" which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. I also understand that this "at will" employment relationship may not be changed by any written document or by any behavior unless the change is specifically acknowledged in writing by Southco.

Date you could start at Southco —	Expected Salary —
Signature: _____	
Date ___ / ___ / _____	

