



## ALDEN AURORA GAS COMPANY, INC.

Employment Application to be submitted with resume.

Qualified applicants receive equal consideration. No question is asked for the purpose of excluding any applicant due to race, color, national origin, religion, age, sex, disability, veteran status, or any other characteristic protected under local, state or federal law. WE ARE AN EQUAL OPPORTUNITY EMPLOYER.

### APPLICANT INFORMATION

Last Name				M.I.
Street Address			Apartment/Unit #	
City	State	NY	Zip	
Phone	E-mail Address			
Social Security No.	Date Available		Desired Salary	
Position Applied for				
Do you wish to work: Part Time <input type="checkbox"/> Full Time <input type="checkbox"/>				
Are you a citizen of the United States? YES <input type="checkbox"/> NO <input type="checkbox"/> If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/> Note: You will be required to furnish documents to verify your eligibility for employment in accordance with the Immigration Reform and Control Act and your employment is contingent upon furnishing such documents.				
Are you at least 18 years of age? YES <input type="checkbox"/> NO <input type="checkbox"/>				
Have you ever worked for this company? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?				
Have you ever been convicted of a crime or are there any pending charges against you? Note: A conviction does not automatically bar you from employment YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, include details _____ _____				
If you are an experienced operator of any office machines or equipment, please list: _____ _____				
Do you have any other skills you wish to mention _____ _____				
Are you presently employed? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, may we contact your present employer? YES <input type="checkbox"/> NO <input type="checkbox"/>				
What source led you to make application with us? Indeed.com				

EDUCATION			
High School Lancaster High School		Address Central Avenue Lancaster NY	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

MILITARY SERVICE	
Branch	From To
Rank at discharge	Type of discharge
If other than honorable, explain	
Skills acquired	

EMPLOYMENT HISTORY	
Please list your <u>complete</u> employment history. List present or most recent employer first. Use an additional page, if necessary.	
Employer :	Phone
Address	Supervisor
Job Title	
Responsibilities Retail sales, customer service, mail acceptance and distribution, and mail delivery.	
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Employer	Phone
Address	Supervisor
Job Title	
Responsibilities	
From To	Reason for Leaving
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>	

**EMPLOYMENT HISTORY CONTINUED**

Employer	Phone (     )		
Address	Supervisor		
Job Title			
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/>			

**REFERENCES**

*Please list three professional references.*

Full Name		Relationship	
Company / Occupation		Phone	
Address			
Full Name		Relationship	
Company / Occupation		Phone	
Address			
Full Name		Relationship	
Company / Occupation		Phone	
Address			

**DISCLAIMER AND SIGNATURE**

I certify that the answers given by me to the foregoing questions and statements are true and correct to the best of my knowledge without consequential omissions of any kind. I agree that the Company shall not be held liable in any respect if my employment is rejected or subsequently terminated because of false statements, answers or omissions made by me in this application. I understand that any misleading or incorrect statements may render this applications void, and if employed, may lead to employment termination. I understand that a medical examination based on the requirements of the position for which I am being considered may be required, and drug testing may be included as part of the regular pre-employment physical. I also voluntarily and knowingly authorize the companies, schools or persons named above to give any information requested regarding my former employment, character and qualifications. I hereby voluntarily and knowingly fully release and discharge, absolve, indemnify, and hold harmless said companies, schools or persons from any and all liability for any damages for issuing this information, except for the malicious and willful disclosure of derogatory facts concerning my employment made for the express purpose of preventing me from obtaining employment, which the party disclosing such facts knows to be untrue. In consideration of my employment, I agree to conform to the rules and regulations of this organization. My employment and compensation can be terminated with or without cause and with or without notice, at any time, at the option of either my employer or myself.

Signature

Date