

ADDITIONAL INFORMATION

List Professional, trade, business or civic associations and any offices held.

| Organization | Offices Held | Dates |
|--------------|--------------|-------|
| | | |
| | | |
| | | |

List special accomplishments, publications, awards, etc.: _____

List any additional information you would like us to consider. _____

VERIFICATION

CERTIFICATE/WAIVER (Read carefully before signing)

I hereby certify that the statements I have made in this application and in all other documents (including any resume) provided by me to Lakes Print are true and correct to the best of my knowledge. I hereby authorize Lakes Print to investigate the accuracy and completeness of any information provided by me to Lakes Print and I hereby release Lakes Print and its agents from any and all liability, damages and claims of any kind whatsoever arising from any such investigation. I hereby further authorize all persons, employers (past and present), schools, entities, credit bureaus, investigative agencies and law enforcement agencies to provide to Lakes Print or its agents any and all information about me. I further agree to hold all such persons, employers (past and present), schools, entities, credit bureaus, investigative agencies and law enforcement agencies harmless for providing to Lakes Print or its agents any and all truthful information about me. I expressly understand that any omissions or false or misleading statements made by me in this application or in any other documents (including resume) provided by me to Lakes Print or in the interviewing process will be cause for rejection of my application for employment or, if employed, will be sufficient grounds for immediate dismissal. I agree to comply with, and be bound by all documents signed as part of this application (including without limitations a Non-Disclosure and Non-Competition Agreement) and I agree to comply with all rules and regulations of Lakes Print as a condition of continued employment. I understand that if I am employed, my employment will not be for a definite duration and can be terminated at any time by either myself or my employer. I further understand that none of the company's personnel policies should be construed as a contract or as a guarantee of continued employment. No representative of Lakes Print, other than the President of Lakes Print, or his designee, has authority to enter into or approve any agreement for employment for any specified period of time of to approve any agreement contrary to the foregoing.

Applicant Name _____ Date _____

Employment Application



Applicants Signature

Date

Please complete this form in ink.
Unsigned forms will not be accepted.

PERSONAL INFORMATION

Social Security Number _____ Home Phone _____ Message # _____

Last Name _____ First Name _____ Middle Initial _____

Address _____

City/State/Zip _____

Drivers License Number _____ State _____

Position for which you are applying: _____ Are you at least 16 years old? Yes No

Full Time Part Time Temporary

Will you work overtime if required? Yes No

How did you learn about this job opening? _____

Referred by: (Name) _____ Employment Agency _____

Salary Requirements: _____ Date Available to Start _____

If you have relatives employed by Lakes Printing Company, please give their names: _____

Have you ever worked for Lakes Printing Company? Yes No If yes, give last date worked _____

Have you ever been convicted of a crime (Misdemeanor or Felony) other than a minor traffic violation? (A conviction includes a plea, verdict, or finding of guilt regardless of whether sentence is imposed by the court.) Yes No

If yes, please explain:

Where: _____ When: _____ Charge: _____ Sentence: _____

NOTE: (Disclosure of a criminal record will not necessarily disqualify you for employment. Each conviction or guilty plea will be evaluated on its own merits with respect to time, circumstances and seriousness, in relation to the job for which you are applying. However, failure to disclose such information may result in disqualification of your application or termination of employment.)

EDUCATION INFORMATION

| Type of School | Name and Address of School | Dates of Attendance | Degree/Date | Major | GPA |
|--|----------------------------|---------------------|---|-------|-----|
| High School | | N/A | <input type="checkbox"/> Yes <input type="checkbox"/> No | N/A | |
| College, Graduate, Technical or Business Schools | | | | | |
| | | | | | |
| | | | | | |

Now Attending (Check if Applicable)

High School College or Technical School Graduate School _____ % Currently Completed

EMPLOYMENT INFORMATION

| Please list most recent employment first | Company Name Location and Phone # | Position/Duties Responsibilities | Salary | Immediate Supervisor | Reason for Leaving |
|--|-----------------------------------|----------------------------------|--------|----------------------|--------------------|
| From: To: | | | | | |
| From: To: | | | | | |
| From: To: | | | | | |

SPECIAL QUALIFICATIONS

Do you have printing or bindery skills? Yes No If yes, explain: _____

Do you have experience working with computers? Yes No

What computer software are you skilled in? _____

Please list any other qualifications: _____

REFERENCES

List name and phone number of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal referneces who are *not* related to you.

| Name | Telephone | Years Known |
|------|-----------|-------------|
| | | |
| | | |
| | | |

Lakes Print is an equal opportunity employer and does not discriminate on the basis of race, religion, color, sex, age, national origin or disability.