Sunset Imports Inc.

An Equal Opportunity Employer

Application for Employment

This application is good for 30 days only. Consideration for employment after 30 days requires new application.

PLEASE PRINT

Name (Last)	(First)		(Middle Initial)
Street Address		City, State, Zip Code	
Telephone	Email	Social Security Number	
Are you legally eligible for employment in the U.S.? ☐ YES ☐ NO		Are you over age 16? ☐ YES ☐ NO	
If position requires are you willing to travel? ☐ YES ☐ NO		Rate of pay desired: $ per Year	
Position desired:		☐ Full Time ☐ Part Time	
When will you be available for work?	(Month) (Day) (Year)		
How were you referred to Sunset Imports?	☐ Own Accord ☐ Advertisement (Name of Source): _____		
	☐ Employee Referral: (Name of Employee): _____		
	☐ Agency (Name of Agency): _____ ☐ Other: _____		
Have you previously been employed by Sunset Imports or affiliates? ☐ YES ☐ NO	If Yes. Please give dates of employment:	to	

EQUAL EMPLOYMENT OPPORTUNITY. Sunset Imports and its affiliates (collectively Sunset Imports) is an equal opportunity employer. Sunset Imports does not discriminate against applicants or employees on the basis of race, color, sex, religion, marital status, national origin, age, veteran status, disability, or other protected classification. This policy of nondiscrimination extends to all terms, conditions, and privileges of employment and to all personal actions.

EDUCATIONAL BACKGROUND

	Name of Address of School	# of Years Completed	Graduated	Major / Degree
High School				
College				
College				
Business or Trade				
Other				

Describe any educational course(s), program(s) you are currently enrolled in and indicate the target date for completion:

Are there any experiences, skills, or qualifications which you feel would especially qualify you for work at Sunset Imports? (e.g. Certifications, CRM experience, computer skills, sales experience, etc.)

Explain why you are interested in working at Sunset Imports:

EMPLOYMENT BACKGROUND

List below all current and former employers, beginning with the most recent. Account for ALL periods between jobs.
Attach separate sheets if necessary. If any employment was under a different name please indicate this as well.

1	Company	May we contact this employer? ☐ YES ☐ NO	Supervisor:
Address			Employed From (Date):
Titles and Duties:			Employed To (Date):
			Starting Salary:
Reason for Leaving			Ending Salary:

2	Company	May we contact this employer? ☐ YES ☐ NO	Supervisor:
Address			Employed From (Date):
Titles and Duties:			Employed To (Date):
			Starting Salary:
Reason for Leaving			Ending Salary:

3	Company	May we contact this employer? ☐ YES ☐ NO	Supervisor:
Address			Employed From (Date):
Titles and Duties:			Employed To (Date):
			Starting Salary:
Reason for Leaving			Ending Salary:

I certify that the information set forth in the attached Application for Employment is true and complete to the best of my knowledge and I authorize Sunset Imports to verify its accuracy and to obtain reference information on my education, background, and work performance. I hereby authorize my previous employers (as indicated), educational institutions, and references to release such information as may be requested by Sunset Imports and I release them from any and all liability, claims, or damages that may result from the use, disclosure or release of any such information. I also release Sunset Imports from any and all liability of whatever kind and nature which at any time, could result from obtaining and having an employment decision based on such information. I understand that any false statements, omissions, or misrepresentations made in this application may be grounds for reflecting my employment application and if I am employed by Sunset Imports, termination of my employment form.

I understand that Sunset Imports may conduct criminal, credit, and driving record checks. I hereby authorize Sunset Imports to obtain a consumer credit report for employment purposes and I acknowledge that I have received prior written notification that a consumer credit report may be obtained for employment purposes.

Following an offer of employment and as a continuing condition of employment should I be hired, Sunset Imports may require that I submit to a medical examination. Sunset Imports also reserves the right to require me to undergo drug testing prior to employment or at any time during my employment to the extent permitted by law.

I agree that if an employment offer is extended to me and accepted, I will comply with all of Sunset Imports policies, rules, and regulations. However, I understand that neither the policies, rules, regulations, or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and is at will. I further understand that I or Sunset Imports may terminate my employment at any time with or without prior notice, and for any reason not prohibited by law.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE STATEMENT AND AUTHORIZATION.

SIGNATURE: _____ DATE: _____