



P.O. Box 1168
Crossville, TN 38555

Telephone 931-484-2110

PERSONAL & CONFIDENTIAL

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Date Available to Begin Work: _____ Available Shifts: 1st 2nd 3rd Wage Requirements: _____

Position Applied for: _____

Are you legally authorized to work in the U.S.? YES NO
(Please Note: If an offer of employment is made, you will be required to provide proof of your right to work in the United States before you begin work.)

Have you ever worked for this company? YES NO If yes, when? _____

Education

High School: _____ Address: _____

Did you graduate? YES NO If "No," did you obtain a GED? YES NO

College: _____ Address: _____

Did you graduate? YES NO If "Yes," Degree Earned: _____
If "No," Number of Credit Hours Completed: _____

Other Education or Training: _____ Address: _____

Did you graduate? YES NO If "Yes," Degree or Certification Earned: _____
If "No," Number of Credit Hours Completed: _____

References

Please list three professional references. Please note that by providing the information requested below, you authorize Crossville, Inc. to contact the listed individuals for the purpose of ascertaining your qualifications for the position for which you are applying, and you unconditionally release all parties from liability for any damages that may result from furnishing such information to Crossville.

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

Length of Employment: ____ Years ____ Months Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

Length of Employment: ____ Years ____ Months Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

Length of Employment: ____ Years ____ Months Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I certify that the information contained in this employment application is true and complete to the best of my knowledge and belief. I understand that this application does not create a contract or offer of employment. I further understand that, if hired by Crossville, that any such employment would be considered "at will," meaning that Crossville may terminate such employment at any time and for any lawful reason, with or without cause or notice.

In the event that I receive a conditional offer of employment, I understand that Crossville reserves the right to perform a criminal background check, drug and alcohol testing, a driving history report, and/or a physical examination. I understand that any offer of employment will not be finalized until such information is reviewed and accepted by Crossville.

If hired by Crossville, I understand that providing false or misleading information in my application or interview may result in discipline, up to and including termination of employment.

Signature: _____ Date: _____

EEO Statement

Thank you for your interest in employment with Crossville, Inc. Crossville is an equal opportunity employer and complies with all federal, state, and local laws that prohibit discrimination on the basis of race, sex, religion, color, age, sexual orientation, national origin, disability, medical condition, marital status, veteran status or any other basis prohibited by law. A copy of Crossville's Equal Employment Opportunity Policy is available upon request. Information provided in this application will not be used to discriminate against any individual in any manner.