

**BCPI Confections, LLC (336) 846-3303**  
**nc.westjefferson.241@kilwins.com**

## Employment Application

It is our policy to provide equal employment opportunities to all qualified persons without regard to race, age, color, sex, religion, national origin, marital status, height, weight, veteran status, disability, or any other category protected by law.

Please be advised that your application will remain active for 6 months from the date of application, if you are not hired.

Today's Date: \_\_\_\_\_ Are you 18 years or older? \_\_\_\_\_

Legal Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Current Address: \_\_\_\_\_

Previous Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Position Applying For: \_\_\_\_\_ Wage Desired: \_\_\_\_\_

Do you have current unrestricted authorization to work in the US? \_\_\_\_\_

Why do you want this position? \_\_\_\_\_

What qualifications do you have? \_\_\_\_\_

When can you begin work? \_\_\_\_\_

How many hours per week can you work? \_\_\_\_\_

If hired, what hours would you be able to work?

	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
Sun																
Mon																
Tues																
Wed																
Thurs																
Fri																
Sat																

Fill in the box corresponding to any hours you can work for each day.

List any dates of special occasions you will not be able to work: \_\_\_\_\_

Are you available on holidays other than Christmas and Thanksgiving? \_\_\_\_\_

Can you perform the duties for the job for which you are applying without accommodation? Yes\_\_\_\_ No\_\_\_\_ If no, please explain: \_\_\_\_\_

Have you ever been convicted of or pled guilty to a felony or a misdemeanor? Yes\_\_\_\_ No\_\_\_\_ If yes, please provide date, nature of incident, and disposition.

Are there any felony or misdemeanor charges pending against you? Yes\_\_ No \_\_ If yes, please explain: \_\_\_\_\_

In your past experience, what was your favorite job and why?

If this is your first job, what has been your favorite class in school and why?

Describe yourself in 5 words. \_\_\_\_\_

What about our company is most exciting to you? \_\_\_\_\_

Why would you be an asset to our team? \_\_\_\_\_

**Education:****High School:**

Name of School	City, State	Graduate?
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Name of School	City, State	Course	Graduate?
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**Job Experience:**

- Please identify all employers (include complete mailing address: street number, name, city, state, zip code) for the past 10 years or since leaving school, whichever is longer. Attach additional pages if necessary

-Please indicate either: Full-time, Part-time, or Volunteer

-Include your position, dates of employment, salary, and reason for leaving

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

Have you ever been terminated from a prior job, regardless of how long ago? \_\_\_\_\_

If yes, please provide the name of employer and reason for termination

\_\_\_\_\_

\_\_\_\_\_

References- include name, phone number, relationship, and number of years you've known each person.

1. \_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

If we would like to interview you, what are the best days/ times for you?

\_\_\_\_\_

\_\_\_\_\_

Is there anything else you'd like us to know about you? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If we are interested, we will be in touch via phone call or email to schedule an interview.

I understand that nothing in this application or BCPI Confections, LLC policies or procedures, or my communication with any company representative is intended to create a contract of employment between BCPI Confections, LLC and me. I understand that if an employment relationship is established, my employment and compensation is for no definite period, and can be terminated with or without cause and with or without notice, at any time, at the option of either BCPI Confections, LLC or me. I also understand and agree that the company may change the terms and conditions of my employment at any time, with or without cause, and with or without notice.

I authorize BCPI Confections, LLC to verify all of the information I have provided on my application. I also agree to execute, as a condition of employment or continued employment, any additional written authorizations necessary for the company to obtain access to and copies of records pertaining to this information. I certify that I can and will, upon request, substantiate all statements made by me on this application. I certify that such statements are true, complete, and correct to the best of my knowledge. I understand that a false statement, false answer, misrepresentation, or omission to any question will be sufficient grounds for rejection of my application or my immediate discharge in the event of employment.

By signing below I certify that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

Signature:

\_\_\_\_\_ Date: \_\_\_\_\_