



Application for Employment

To Applicant: We appreciate your interest in applying for employment with Texas Autocrafters. Your background and work history will assist us in reviewing your qualifications. Please provide all pertinent information requested. Failure to do so will result in the disqualification of your application.

PERSONAL INFORMATION

Date: / /

Last Name, First Name, M.I.

Social Security Number

Present Address: No. and Street

Apt#

City

State

Zip Code

Telephone Number

Alternate Telephone Number

Driver's License # / State / Exp.

Emergency Contact Name

Relationship

Telephone Number(s)

EMPLOYMENT INFORMATION

Type of Position Desired: _____

Expected Pay Rate: \$ _____

Type of Employment Desired: Full-Time Part-Time

Date Available to begin work: _____

Hours/Days NOT available to work: _____

Are you authorized to work in the U.S.? Yes No Proof of eligibility required if hired.

Are you on Layoff? Yes No Can you work overtime? Yes No

EDUCATION

High School

Address

Number Years completed

Degree

1 2 3 4

College

Address

Number years completed

Degree

1 2 3 4

Technical/Trade

Address

Number years completed

Degree

1 2 3 4

Texas Autocrafters, LP – Application for Employment (continued)

CERTIFICATION

Please list your certifications: (I-Car)

1. Certification Name	Address	Certification Date
_____	_____	_____
2. Certification Name	Address	Certification Date
_____	_____	_____

WORK EXPERIENCE

Please list your current or most recent employer first:

1. Company Name	Address	Dates Employed	Pay Rate
_____	_____	_____ to _____	_____
_____	_____	_____	_____
Position	Supervisor's Name	Telephone Number	
_____	_____	_____	
Reason for wanting to leave: _____			

2. Company Name	Address	Dates Employed	Pay Rate
_____	_____	_____ to _____	_____
_____	_____	_____	_____
Position	Supervisor's Name	Telephone Number	
_____	_____	_____	
Reason for wanting to leave: _____			

3. Company Name	Address	Dates Employed	Pay Rate
_____	_____	_____ to _____	_____
_____	_____	_____	_____
Position	Supervisor's Name	Telephone Number	
_____	_____	_____	
Reason for wanting to leave: _____			

DO YOU HAVE EXPERIENCE IN:

Our industry or a similar industry? Yes No If yes, what Industry? _____

A management or supervisory capacity? Yes No If yes, what capacity? _____

A mechanical trade? Yes No If yes, what trade? _____

Texas Autocrafters, LP – Application for Employment (continued)

GENERAL INFORMATION

Have you ever been employed by **Craig’s Collision Centers** before? Yes No

If yes, date of employment: From: _____ to _____ Shop name & location _____

Do you have any friends or relatives who are currently employed by us? Yes No _____

Are you at least 17 years of age? Yes No

If not 18 years of age, can you provide a work permit if employed? Yes No

Have you ever been convicted of a felony? Yes No If yes, state the crime(s), court(s), and sentence(s):

WORK REFERENCES

Please list 3 individuals (other than relatives) we may contact for work related references:

<u>Name</u>	<u>Title</u>	<u>Company</u>	<u>Telephone Number</u>
_____	_____	_____	_____
_____	_____	_____	_____

TERMS AND CONDITIONS OF APPLICATION FOR EMPLOYMENT

I hereby certify that the information provided on this application is true and complete. I understand and agree that any falsification or significant omissions on this application may result in not being hired or if found out after employment may be grounds for dismissal. I understand and agree that under the terms of employment with **Texas Autocrafters** that the employment relationship is terminable “at will” by either party without notice or cause, unless set out in writing, dated and executed by both parties.

I understand that any offer of employment may be contingent upon my ability to comply with INS regulations establishing my identity and right to work in the United States. I understand that a pre-employment drug/alcohol screen and background check may be part of the application process. I also understand that neither this document nor any offer of employment from **Texas Autocrafters** constitutes an employment contract.

Further, I understand that this application will be considered active for a period of 90 days. I have read and understand the foregoing statements and accept the same as conditions of employment.

Applicant’s Signature _____ **Date:** _____

Below to be completed by Craig’s Collision Centers Management only: _____

Interviewed by: _____ Date: _____

Outcome of Interview: _____ Recommend to be hired _____ Not recommended to be hired

If declined for interview, state reason: _____