



SHEPARD BROS. INC.
503 S. Cypress St.
La Habra, CA 90631
Tel: (562) 697-1366

APPLICATION FOR EMPLOYMENT

It is the policy of **Shepard Bros., Inc.**, to comply with all applicable State and Federal laws prohibiting discrimination in employment based on age, ancestry, color, marital status, medical condition, national origin, physical or mental disability, pregnancy, race, religion, sex, sexual orientation or veteran status.

PERSONAL INFORMATION

Name _____
 Last _____ First _____ MI _____ Social Security Number _____ Today's Date _____

Present Address _____
 Street _____ City _____ State _____ Zip Code _____

Permanent Address _____
 Street _____ City _____ State _____ Zip Code _____

Home Phone _____ Work Phone _____ Are you 18 years or older? Yes No

In case of emergency, please notify _____ Phone _____

Are you prevented from lawfully becoming employed in this country because of Visa or immigration status? Yes No
[Verification of identity and legal authority to work in the United States will be required upon employment.]

Have you been, or are you now, a member of the US Armed Forces? Yes No

If so, what Branch? _____ Rank at Discharge _____ Length of Service _____

Have you ever been convicted of a felony or misdemeanor?* Yes No If Yes, please explain: _____

[A conviction record will not necessarily be a bar to employment. Factors such as date of the offense, seriousness and nature of the violation and rehabilitation will be taken into account.]*

I understand and agree that I may be required to take physical examinations and/or drug screen test(s) to confirm with a drug free working environment as a condition of hiring or continued employment. I agree to consent to take such test(s) at such time designated by Shepard Bros., Inc. and to release the Company, its directors, officers, agent or employees from any claim arising in connection with the use of such test(s). Yes No

EMPLOYMENT DESIRED

Position _____ Date You Can Start Work _____ Salary Desired _____

Are you employed now? Yes No If so, may we inquire of your present employer? Yes No

Have you applied at Shepard Bros., Inc., before? Yes No If yes, please explain: _____

EDUCATION

Type of School	Name & Location of School	Yrs Attended	Did You Graduate?	Degrees Earned Subjects Studies
High School	_____	_____	_____	_____
University/College	_____	_____	_____	_____
Trade School	_____	_____	_____	_____

FORMER EMPLOYERS (List your last four employers, starting with your most recent one first)

Mo/Yr	Employer's Name, Address & Telephone Number Name of Supervisor	Salary	Position	Reason for Leaving
From				
To				
From				
To				
From				
To				
From				
To				

In addition to your work history, what other experiences, skills or qualifications would especially fit you for work with Shepard Bros., Inc.? Please include any recent unpaid work experience.

After reading and/or discussing the job description for the position you are applying for, do you feel you can effectively perform the essential job functions? If not, what can be done to accommodate you?

PROFESSIONAL REFERENCES

(List three people, not related to you, whom you have known 2 or more years and are familiar with your vocational capabilities.)

Name	Address and Telephone Number	Business	Yrs Acquainted

"I certify that the answers given in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on or material omissions from this application will result in disciplinary action, up to and including discharge.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information, personal or otherwise, and release all parties from liability for any damage that may result from furnishing same to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time with our without cause and with or without prior notice. I further understand that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the authorized executive of Shepard Bros., Inc."

Signature _____

Date _____

SHEPARD BROS., INC.
EMPLOYEE BACKGROUND CHECKS
COMPANY POLICY

**DISCLOSURE AND CONSENT CONCERNING CONSUMER
AND INVESTIGATIVE CONSUMER REPORTS**

This form, which you should read carefully, has been provided to you because **SHEPARD BROS. INC.** may request Consumer Reports and/or Investigative Consumer Reports from a consumer reporting agency. The Company will use any such report(s) solely for employment-related purposes.

Consumer Reports or Investigative Consumer Reports will be obtained from HireRight, Inc., ("HireRight") located at 2100 Main Street, Suite 400, Irvine, CA 92614. They can be contacted at 800-400-2761. Any such reports may contain information bearing on your character, general reputation, personal characteristics, mode of living and credit standing. The types of information that may be obtained include, but are not limited to: credit reports, social security number, criminal records checks, public court records checks, including civil, driving records, educational records, verification of employment positions held, workers compensation records, personal and professional references, licensing, certification, etc. The information contained in these reports may be obtained by HireRight from private or public record sources including sources identified by you in your job application or through interviews or correspondence with your past or present coworkers, neighbors, friends, associates, current or former employers, educational institutions or other acquaintances.

For California residents, under section 1786.22 of the California Civil Code, you may view the file maintained on you by HireRight. You may also obtain a copy of this file, upon submitting proper identification and paying the costs of duplication services, by appearing at HireRight's offices in person, during normal business hours and on reasonable notice, or by mail; you may also receive a summary of the file by telephone. HireRight has trained personnel available to explain your file to you, including any coded information. If you appear in person, you may be accompanied by one other person, provided that person furnishes proper identification.

You are being given a copy of the "Summary of Your Rights Under the Fair Credit Reporting Act" prepared pursuant to 15 U.S.C. section 1681(g)(c). You have the right to request additional disclosures of the nature and scope of the investigation and a statement of your rights by contacting HireRight.

<p>APPLICANTS: PLEASE RETAIN THIS PAGE FOR YOUR RECORDS.</p>

SHEPARD BROS. INC.
EMPLOYEE BACKGROUND CHECK CONSENT

I have carefully read and understand the attached Disclosure and Consent form and, by my signature below, consent to the release of consumer and/or investigative consumer reports, as defined above, to the Company in conjunction with my application for employment. I further understand that any and all information contained in my job application or otherwise disclosed to the Company by me before, during or after my employment, if any, may be utilized for the purpose of obtaining the consumer reports or investigative consumer reports requested by the Company. I understand that if the Company hires me, it may request a consumer report and/or an investigative consumer report about me, as defined above, for employment-related purposes during the course of my employment. I understand that my consent will apply throughout my employment, to the extent permitted by law, unless I revoke or cancel my consent by sending a signed letter or statement to the Company at any time. This Disclosure and Consent form, in original, faxed, photocopied or electronic form, will be valid for any reports that may be requested by the Company.

Applicant Last Name _____ First _____ Middle _____

Social Security Number _____

Driver's License Number _____

Present Address _____

City/State/Zip _____

CALIFORNIA, MINNESOTA AND OKLAHOMA APPLICANTS ONLY:

I wish to receive a free copy of any Consumer Report and/or Investigative Consumer Report on me that is requested.

Signature

Date