

AN EQUAL OPPORTUNITY EMPLOYER



3379 Hwy 46 | P.O. Box 319 | Register, GA 30452 | O: 912-259-9770 | F: 912-259-9446

---

---

**EMPLOYMENT APPLICATION**

---

---

**Note: All items must be completed by the Applicant before application will be considered.**

**NAME:** \_\_\_\_\_  
(Last) (First) (Middle)

**PRESENT ADDRESS:** \_\_\_\_\_  
(Number) (Street) (Apt.)  
\_\_\_\_\_  
(City) (State) (Zip)

**TELEPHONE:** \_\_\_\_\_  
(Best Contact Number) (Cell) (Alternate)

**EMAIL:** \_\_\_\_\_

**DOB:** \_\_\_\_\_ **MARITAL STATUS:** Married  Single  Divorced

---

---

**EMERGENCY CONTACT:** \_\_\_\_\_  
(FULL NAME) (RELATIONSHIP)  
\_\_\_\_\_  
(NUMBER)  
\_\_\_\_\_  
(ADDRESS)

---

---

(Please check all that apply below)

Are you looking for:    **FULL TIME**             **PART TIME**             **TEMPORARY**

Are you willing to work:    **HOLIDAYS**     **WEEKENDS**     **OVERTIME**     **ALL SHIFTS**

**Date Available to Start Work:** \_\_\_\_\_

---

---

To be considered “qualified” under the Americans with Disabilities Act, an applicant must be able to perform the essential functions of a job with or without reasonable accommodations. “Reasonable Accommodations” is a modification or adjustment to a job, the work environment, or the way things are usually done that enables a qualified individual with a disability to enjoy an equal opportunity. Can you perform the essential functions of the position for which you have applied, with or without accommodation, by the Company?

**YES**

**NO**

---

---

**If applying for a position that requires driving a vehicle, please complete the following:**

**DRIVER’S LICENSE NUMBER:** \_\_\_\_\_

**DO YOU HAVE A CDL LICENSE?**    **YES**             **NO**

**DO YOU HAVE ANY MOVING VIOLATIONS:**    **YES**             **NO**

---

---

**If hired, do you have reliable means of transportation?**    **YES**             **NO**

**If you are under 18, do you have a valid work permit?**    **YES**             **NO**

**If you are not a U.S. Citizen, can you, upon employment, provide a Visa or Alien Registration number to show eligibility to work?**    **YES**             **NO**

---

---

Have you ever worked with this company previously? YES  NO

If so, when? DATE: \_\_\_\_\_

Do you have any relatives or friends that currently work for Stewart Brannen Millworks? YES  NO

If so, who? \_\_\_\_\_

---

---

### EDUCATION

Can you read? YES  NO  Can you write? YES  NO

Highest Level of Education Completed (circle one):

Grade School: 1 2 3 4 5 6 7 8

High School: 9 10 11 12

College: 1 2 3 4

Name of last school attended: \_\_\_\_\_

Other vocational or trade school training: \_\_\_\_\_

Are you currently enrolled in school? YES  NO

Do you plan to complete any further education? YES  NO

---

---

### MILITARY

Were you ever in the military? YES  NO

If so, please complete the following:

Branch: \_\_\_\_\_

Date of Entry: \_\_\_\_\_ Date of Discharge: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_

Military Specialty: \_\_\_\_\_

Reserve Status: \_\_\_\_\_

---

---

**SPECIAL SKILLS & QUALIFICATIONS**

Please list all skills you possess and machines or office equipment you can efficiently operate:

---

---

---

---

---

---

Approximate WPM Type: \_\_\_\_\_ Approximate WPM Dictation: \_\_\_\_\_

---

---

**BACKGROUND INFORMATION**

Have you ever been convicted of a felony crime, or pleaded guilty to a felony crime? YES  NO

If yes, list crime, date, age at the time, and location for each conviction:

---

---

---

Have you ever been discharged or asked to resign from a job? YES  NO

If yes, why?

---

---

---

---

---

**List below all present and past employment, beginning with the most recent.**

EMPLOYER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_

SUPERVISOR NAME: \_\_\_\_\_

Briefly describe duties and responsibilities: \_\_\_\_\_

---

Reason for leaving: \_\_\_\_\_

Wage Rate at Start: \_\_\_\_\_

Wage Rate at Finish: \_\_\_\_\_

---

---

EMPLOYER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_

SUPERVISOR NAME: \_\_\_\_\_

Briefly describe duties and responsibilities: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wage Rate at Start: \_\_\_\_\_ Wage Rate at Finish: \_\_\_\_\_

---

---

EMPLOYER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_

SUPERVISOR NAME: \_\_\_\_\_

Briefly describe duties and responsibilities: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wage Rate at Start: \_\_\_\_\_ Wage Rate at Finish: \_\_\_\_\_

---

---

Which of your jobs did you like best and why?

\_\_\_\_\_  
\_\_\_\_\_

Which of your jobs did you like least and why?

\_\_\_\_\_  
\_\_\_\_\_

Why do you want to work for this company?

\_\_\_\_\_  
\_\_\_\_\_

May we contact your Present and Former Employers? YES

NO

---

---

I understand and agree that as condition of employment, I consent to provide a sample of my urine and/or saliva and/or blood for analysis in testing for the presence of drugs or alcohol at any time.

I further understand that any offer of employment may be conditioned upon my successful completion of a physical examination.

I also understand that I may be required to take a physical examination during the course of my employment. Results of any drug and alcohol screening or physical examination will be kept confidential and used consistent with the need of the business by the Company.

I authorize the Company to verify any of the information contained herein or otherwise provided by me and I authorize the Company to release such information at the Company's discretion. I hereby release the company from any liability whatsoever as a result of any such inquiry or disclosure.

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that false or misleading information given in my application, resume, or interview(s) may result in Stewart Brannen Millworks' determination to not offer employment or, in the event of employment, may result in discharge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date