

Tully Hill Corporation
 PO Box 1116
 Tully, NY 13159
 315-696-6114
 Fax 315-696-8509



Employment Application

It is the policy of Tully Hill Corporation to provide equal employment opportunities to all applicants and employees without regard to race, color, citizenship status, religion, sex, sexual orientation, marital status, age, national origin, status as an individual with a disability or as a disabled and/or Vietnam Era veteran or any other legally protected status and to affirmatively seek to advance the principles of equal employment opportunity.

Applicant Information

Last Name	First Name	Middle
Address	City	State
Social Security Number	Home Phone	Cell Phone
Position(s) Applied For		Date of Application

How did you learn about us?
 Newspaper Ad Friend / Relative Website Employment Agency Walk-in Other

Have you ever filed an application with us before?

Yes No If Yes, give date:

Have you ever been employed by Tully Hill Corporation?

Yes No If Yes, give date: Job Title: Supervisor:

Are you currently employed? Yes No May we contact your present employer? Yes No
 If currently employed, why are you considering leaving?

Are you legally eligible for employment in the United States? Yes No

If offered employment you will be required to provide documentation to verify eligibility

Are you available to work: Full Time Part Time Date Available to Start?

Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From							
To							

Are you currently on "lay-off" status and subject to recall? Yes No

Have you been convicted of a misdemeanor or felony within the last 7 years? Yes No

Conviction will not necessarily disqualify an applicant from employment. Factors such as job relations, age and time of offense and seriousness and nature of violation will be taken into account.

If Yes, please explain:

Education

	Name and Location	Major	# of Years Completed	Did you Graduate?	Diploma / Degree Received
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Graduate School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Business, Trade, Other				<input type="checkbox"/> Yes <input type="checkbox"/> No	

List any other experience, skills or other qualifications which you believe should be considered in evaluating your qualifications for employment.

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Company		Phone	Supervisor
Address		Job Title	May we contact?
Responsibilities		Starting Salary	Ending Salary
From	To	Reason for Leaving?	

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Address		Job Title	May we contact?
Responsibilities		Starting Salary	Ending Salary
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Address		Job Title	May we contact?
Responsibilities		Starting Salary	Ending Salary
From	To	Reason for Leaving?	

Attendance and Punctuality

Consistent attendance and punctuality are essential requirements of every job with this company. Is there anything which would interfere with your regular attendance and punctuality if you are offered a job with the Company? Yes No If yes, please explain

Professional References

Full Name	Relationship	Company
Address	Phone	Email

Full Name	Relationship	Company
Address	Phone	Email

Full Name	Relationship	Company
Address	Phone	Email

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any application wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an 'at will' nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood 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 an authorized executive of this organization.

In the event of employment, I understand that misrepresentation or omission of facts is a cause for termination of employment. I understand, also, that I am required to abide by all policies and procedures of Tully Hill Corporation. I understand that any employment by this company will be on an introductory basis.

Signature of Applicant

Date

FOR HUMAN RESOURCES USE ONLY

Interviewed By
Job Title:

Date
Department:

Employed Yes No
Hire Date: Pay Rate: