



# General Refrigeration Company

PO Box 140  
 Delmar, DE 19940  
 Phone: 302-846-3073  
 Fax: 302-846-0262

96 Shipwash Drive  
 Garner, NC 27529  
 Phone: 919-661-4727  
 Fax: 919-772-8729

CHECK BOX(ES) FOR LOCATION DESIRED

## APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer. We do not discriminate against any person because of race, religion, color, national origin, sex, age, or any other legally protected status. Furthermore, we do not discriminate against any qualified person because of physical or mental disability that can be reasonably accommodated. Applicants and employees with disabilities may request an accommodation of their disability by notifying us of the need for accommodation.

### APPLICANT INFORMATION

FIRST NAME		MIDDLE NAME		LAST NAME	
PHONE NUMBER			EMAIL		
SOCIAL SECURITY NO.				DATE OF APPLICATION	
POSITION APPLYING FOR				DATE AVAILABLE FOR WORK	
WORK STATUS SEEKING	___ FULL TIME ___ PART TIME	DAYS AVAILABLE	___ M ___ T ___ W ___ TH ___ F ___ SA ___ SU	HOURS AVAILABLE	

Are you a U.S. citizen or alien authorized to work in the U.S.? \_\_\_ YES \_\_\_ NO

Are you over the age of 18? \_\_\_ YES \_\_\_ NO

Have you worked for us before? \_\_\_ YES \_\_\_ NO If yes, when? \_\_\_\_\_

Do you have any relatives employed by us? Who? \_\_\_\_\_

How did you hear about this company and/or position? \_\_\_\_\_

Are you willing to travel if the position you are applying for so requires? \_\_\_ YES \_\_\_ NO

### RESIDENCY INFORMATION

If you have not been at your current residence for 3 years, please provide residence information for the previous 3 years.

	STREET	CITY	STATE	ZIP	# OF YEARS AT ADDRESS
CURRENT					
PREVIOUS					
PREVIOUS					
PREVIOUS					

### MILITARY SERVICE

Have you ever been a member of the armed forces? \_\_\_ YES \_\_\_ NO If yes, which branch? \_\_\_\_\_

Training/skills acquired that you believe are related to the position for which you are applying: \_\_\_\_\_

## PREVIOUS EMPLOYMENT EXPERIENCE

If you are **NOT** applying for a position wishing to drive a commercial vehicle, please provide at least 5 years of employment history. If you **ARE** applying for a position wishing to drive a commercial vehicle, and you have driven a commercial vehicle previously, please provide employment history for an additional 5 years (for a total of 10 years). Any gaps in employment greater than 1 month in duration must be explained.

CURRENT (MOST RECENT) EMPLOYER						
NAME				PHONE NO		
ADDRESS						
POSITION HELD			FROM MO/YR		TO MO/YR	
REASON FOR LEAVING				SALARY		
While employed here, were you subject to the Federal Motor Carrier Safety Regulations? <input type="checkbox"/> Yes <input type="checkbox"/> No Was the job designated as a safety-sensitive function in any Department of Transportation-regulated mode subject to alcohol and controlled substances testing as required by 49 CFR, part 40? <input type="checkbox"/> Yes <input type="checkbox"/> No						

SECOND (MOST RECENT) EMPLOYER						
NAME				PHONE NO		
ADDRESS						
POSITION HELD			FROM MO/YR		TO MO/YR	
REASON FOR LEAVING				SALARY		
While employed here, were you subject to the Federal Motor Carrier Safety Regulations? <input type="checkbox"/> Yes <input type="checkbox"/> No Was the job designated as a safety-sensitive function in any Department of Transportation-regulated mode subject to alcohol and controlled substances testing as required by 49 CFR, part 40? <input type="checkbox"/> Yes <input type="checkbox"/> No						

THIRD (MOST RECENT) EMPLOYER						
NAME				PHONE NO		
ADDRESS						
POSITION HELD			FROM MO/YR		TO MO/YR	
REASON FOR LEAVING				SALARY		
While employed here, were you subject to the Federal Motor Carrier Safety Regulations? <input type="checkbox"/> Yes <input type="checkbox"/> No Was the job designated as a safety-sensitive function in any Department of Transportation-regulated mode subject to alcohol and controlled substances testing as required by 49 CFR, part 40? <input type="checkbox"/> Yes <input type="checkbox"/> No						

FOURTH (MOST RECENT) EMPLOYER						
NAME				PHONE NO		
ADDRESS						
POSITION HELD			FROM MO/YR		TO MO/YR	
REASON FOR LEAVING				SALARY		
While employed here, were you subject to the Federal Motor Carrier Safety Regulations? <input type="checkbox"/> Yes <input type="checkbox"/> No Was the job designated as a safety-sensitive function in any Department of Transportation-regulated mode subject to alcohol and controlled substances testing as required by 49 CFR, part 40? <input type="checkbox"/> Yes <input type="checkbox"/> No						

Explanation for any gaps in employment: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## EDUCATION INFORMATION

SCHOOL	NAME & LOCATION (CITY, ST)	COURSE OF STUDY	YEARS COMPLETED	GRADUATE		DEGREE
				Y	N	
HIGH SCHOOL						
TRADE SCHOOL						
COLLEGE						
OTHER						

## QUALIFICATIONS AND EDUCATION

Please list any other qualifications and/or certifications that you have and which you believe should be considered. Please also list any equipment that you are certified to operate or have experience operating.

---



---

If applying for a lift truck position, do you possess a valid lift truck license? \_\_\_Yes \_\_\_No

## ADDITIONAL INFORMATION

Are you willing to submit to a pre-employment substance abuse screening, if not prohibited by state law? \_\_\_Yes \_\_\_No

As a condition of an employment offer, do you authorize General Refrigeration Company to complete and review a state and federal background check? \_\_\_Yes \_\_\_No

If required for the position you're applying for, do you authorize General Refrigeration Company to complete a current review of your driving record, and on an annual basis going forward? \_\_\_Yes \_\_\_No

If required for the position you're applying for, are you willing to submit to a pre-employment physical? \_\_\_Yes \_\_\_No

## DRIVER'S SUPPLEMENTAL INFORMATION

***If applying as a commercial driver, please complete this section. No person who operates a commercial motor vehicle shall at any time have more than one driver's license (49 CFR 383.21). I certify that I do not have more than one motor vehicle license, the information for which is listed below. Include all licenses held for the past 3 years.***

	STATE	LICENSE #	EXPIRATION DATE	TYPE/CLASS	ENDORSEMENTS
CURRENT					
PREVIOUS					
PREVIOUS					

### **ACCIDENT RECORD FOR THE PAST 3 YEARS**

DATE	TYPE OF ACCIDENT	# FATALITIES	# INJURIES	CHEMICAL SPILLS (Y/N)

### **TRAFFIC CONVICTIONS & FORFEITURES FOR THE PAST 3 YEARS**

DATE CONVICTED	VIOLATION	STATE OF VIOLATION	PENALTY (FORFEITED BOND, COLLATERAL, AND/OR POINTS)



# General Refrigeration Company

## **JOB APPLICANT'S AGREEMENT AND CERTIFICATION**

*NOTE: Applicant should carefully read and understand the following agreement and certification before signing.*

I certify that all of the information I have given here is true and complete. I agree that if I have been dishonest, or if I have tried to mislead the company, that it will be cause to not provide an offer for employment, or if I have been hired, to release me from employment with General Refrigeration Company.

I understand that General Refrigeration Company requires all candidates to undergo pre-employment drug screening and that the company will check my references and background information. Additionally, if I am applying for a position that requires the use of a company vehicle, the company will also complete a pre-employment review of my driving record. Whether or not employment is extended will depend upon the results of all of the aforementioned checks.

I authorize General Refrigeration Company to use this application to complete a background check, a review of my driving record, as required, and to reach out to anyone listed in my application. I authorize any of my prior employers, any provided references, and any other person to answer any questions about my abilities, character, reputation, and/or previous employment record. I release all of these people from any liability on account of having given this information.

I understand that my completion of this application is not an offer for employment, that the General Refrigeration Company may or may not have a position currently open, and that the company is not obligated to find a job for me.

I understand that if I am hired, there is no guarantee in regards to my employment status with General Refrigeration Company. The company has the right to terminate my employment at any time, just as I have the right to leave the company at any time. I understand that there is no employment contract between the company and myself, and that have not been promised anything.

I understand that company policies and rules that are in place currently may change at any time, and that what is in place currently is not guaranteed in the future.

I understand that this application will be kept active for thirty days from the date I completed it. If I am not hired during that time and I still want to be considered, I will need to reapply.

---

Signature of Applicant

Date