

APPLICATION FOR EMPLOYMENT

CAVEN ENTERPRISES, INC. IS AN EQUAL OPPORTUNITY EMPLOYER, DEDICATED TO A POLICY OF NONDISCRIMINATION IN EMPLOYMENT ON ANY BASIS INCLUDING RACE, CREED, COLOR, AGE, SEX, RELIGION, NATIONAL ORIGIN, SEXUAL ORIENTATION OR OTHER UNLAWFUL REASONS.

WHICH VENUE(S) ARE YOU APPLYING FOR? (CIRCLE)

STATION 4

SUE ELLEN'S

JR'S

THE MINING COMPANY

PERSONAL INFORMATION:

DATE:

NAME: _____

PRESENT

ADDRESS: _____

HOW LONG AT PRESENT ADDRESS: _____ PHONE NUMBER: _____

ARE YOU OVER 21? YES / NO REFERRED BY: _____

IN CASE OF EMERGENCY

NOTIFY: _____

ADDRESS AND

PHONE: _____

POSITION APPLIED

FOR: _____

HAVE YOU EVER BEEN EMPLOYED WITH US BEFORE: _____ YES _____ NO

CURRENTLY EMPLOYED? _____ YES _____ NO

MAY WE CONTACT YOUR CURRENT AND PREVIOUS EMPLOYERS? _____ YES _____ NO

UNDER THE IMMIGRATION REFORM AND CONTROL ACT, CAVEN ENTERPRISES IS REQUIRED TO OBTAIN FROM ANYONE HIRED, DOCUMENTS ESTABLISHING THEIR IDENTITY AND ELIGIBILITY TO WORK IN THE UNITED STATES. IF HIRED, CAN YOU PROVIDE SUCH DOCUMENTS? _____ YES _____ NO

HAVE YOU BEEN CONVICTED OF A FELONY WITHIN THE LAST 7 YEARS? _____ YES _____ NO
CONVICTION WILL NOT NECESSARILY DISQUALIFY AN APPLICANT FROM EMPLOYMENT.
IF YES PLEASE

EXPLAIN: _____

FORMER/PRESENT EMPLOYERS: PLEASE LIST 3 EMPLOYERS

1. YOUR PRESENT OR LAST EMPLOYER

WAS: _____

BEGINNING AND ENDING

DATE: _____

POSITION AND SALARY: _____

REASON FOR SEPARATION: _____

CONTACT NAME: _____ NUMBER: _____

ADDRESS: _____

2.
EMPLOYER: _____
BEGINNING AND ENDING
DATE: _____
POSITION AND SALARY: _____
REASON FOR SEPARATION: _____
CONTACT NAME: _____ NUMBER: _____
ADDRESS: _____

3.
EMPLOYER: _____
BEGINNING AND ENDING
DATE: _____
POSITION AND SALARY: _____
REASON FOR SEPARATION: _____
CONTACT NAME: _____ NUMBER: _____
ADDRESS: _____

REFERENCES: LIST THREE PERSONS NOT RELATED, WHOM YOU HAVE KNOWN FOR AT LEAST ONE YEAR [NAME, ADDRESS, PHONE NUMBER].

1. _____
2. _____
3. _____

ARE YOU ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB YOU ARE APPLYING FOR? ___ YES ___ NO

CONDITIONS FOR EMPLOYMENT WITH CAVEN ENTERPRISES, INC.:
BEFORE YOUR EMPLOYMENT MAY BEGIN, YOU MUST:

REPORT TO THE CORPORATE OFFICE AND SHOW THE FOLLOWING REQUIRED PAPERWORK:

- A. STATE ISSUED DRIVER LICENSE OR I.D. CARD WITH PHOTOGRAPH [FEDERAL REQUIREMENT]
- B. ALCOHOL BEVERAGE TRAINING CERTIFICATE
- C. SOCIAL SECURITY CARD [FEDERAL REQUIREMENT]
- D. OR BIRTH CERTIFICATE [FEDERAL REQUIREMENT]

CAVEN ENTERPRISES, INC. STRICTLY ENFORCES ALL FEDERAL AND STATE REQUIREMENTS IN REGARD TO EMPLOYMENT GUIDELINES. IN ADDITION TO SPECIFIC DOCUMENTS REQUIRED BY VARIOUS GOVERNMENT AGENCIES, CAVEN ENTERPRISES, INC. HAS ADOPTED ADDITIONAL FORMS WHICH YOU ARE REQUIRED TO FILL OUT. THESE FORMS HAVE BEEN ESTABLISHED SO THAT YOU, A NEW EMPLOYEE, ARE AWARE OF VARIOUS COMPANY POLICIES. NO APPLICANT WILL BECOME AN "OFFICIAL" EMPLOYEE UNTIL THEY HAVE BEEN RELEASED BY THE PERSONNEL DEPARTMENT.

I CERTIFY THAT THE 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.

SIGNATURE OF APPLICANT