

JUST TIRES & AUTO SVS CORP

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APPLICATION FOR EMPLOYMENT

JUST TIRES & AUTO SERVICES IS an Equal Opportunity Employer. Employment is governed based on merit, competence and qualifications and will not be influenced in any manner by race, age, color, sex, religion, sexual orientation, veteran status, national origin, marital status, or any other legally protected status. As a condition of employment all new hires must pass a background check and a drug screening for illegal drugs/substances.

Date of Application: ____/____/____

Position Applied For: _____

Salary Desired. _____

Who referred you? / How did you hear about this position? _____

Last Name	First Name	Middle Initial	
Mailing Address	City	State	Zip Code
Cell Telephone	Home Telephone		
E-mail			

Type of Employment Desired: Full-Time Part-Time Seasonal

Date you are available to begin work: ____/____/____

Hours available to work (please enter the times during each day you are available to work):

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
FROM							
TO							

If you are seeking seasonal employment, are you able to work the entire season? Dates you are available to work: From ____/____/____ To ____/____/____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever been employed with us before? If yes, give dates: From ____/____/____ To ____/____/____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have any relatives working for Just Tires and Auto Services Corp? If yes, please list name and relationship to you: _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you legally eligible for employment in this country? [NOTE: proof of US citizenship or immigration status will be required upon employment]	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employees must be at least 18 years of age to drive a JTAS vehicle. If your job requires driving, can you meet this requirement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you willing to work overtime, if required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Can you travel if the job requires it?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Have you ever been convicted of a felony; or, a misdemeanor involving any violent act, use or possession of a weapon, or act of dishonesty for which the record has not been sealed or expunged? If yes, please explain _____	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Note: The conviction of a crime will not automatically result in a denial of employment.		
<hr/>		

EDUCATION

	HIGH SCHOOL	JUNIOR COLLEGE OR TECHNICAL SCHOOL	UNDERGRADUATE COLLEGE OR UNIVERSITY	POST GRADUATE COLLEGE OR UNIVERSITY
SCHOOL NAME AND CITY				
# OF YEARS COMPLETED				
COURSE OF STUDY				
DIPLOMA / DEGREE	<input type="checkbox"/> Yes <input type="checkbox"/> No			

LICENSES, TRAINING, OTHER SKILLS

[NOTE: Exclude any activity that indicates race, color, religion, sex, national origin, age, ancestry, marital status, unfavorable discharge from the military, physical or mental handicap or disability unrelated to job requirements, or any other legally protected status.]

Indicate all special licenses that you hold.

- | | |
|--|--|
| <input type="checkbox"/> None
<input type="checkbox"/> ASE Certified
<input type="checkbox"/> Front End Specialist
<input type="checkbox"/> _____
<input type="checkbox"/> _____
<input type="checkbox"/> _____ | <input type="checkbox"/> Auto Mechanic |
|--|--|

List all certifications that you hold?

Describe any specialized job skills, qualifications, training, apprenticeships, or extra-curricular activities completed or honors received.

REFERENCES

List the name and telephone of three references who are **not related** to you and are not previous supervisors. References should be business or work related or, if not applicable, school related or personal.

NAME	TELEPHONE	YEARS KNOWN

EMPLOYMENT HISTORY

**** Fill in employment history below beginning with your most current employer ****
[NOTE: "see resume" not acceptable]

Are you currently employed? Yes No

Employer / City	Dates Employed		<u>Work Performed & Job Duties</u> _____ _____ _____ _____ _____ _____ _____	
	From	To		
Job Title	Salary			
	Start	End		
	/Hr. /Yr.	/Hr. /Yr.		
Immediate Supervisor				
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving				
Employer / City	Dates Employed			<u>Work Performed & Job Duties</u> _____ _____ _____ _____ _____ _____ _____
	From	To		
Job Title	Salary			
	Start	End		
	/Hr. /Yr.	/Hr. /Yr.		
Immediate Supervisor				
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving				
Employer / City	Dates Employed		<u>Work Performed & Job Duties</u> _____ _____ _____ _____ _____ _____ _____	
	From	To		
Job Title	Salary			
	Start	End		
	/Hr. /Yr.	/Hr. /Yr.		
Immediate Supervisor				
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving				
Employer / City	Dates Employed			<u>Work Performed & Job Duties</u> _____ _____ _____ _____ _____ _____ _____
	From	To		
Job Title	Salary			
	Start	End		
	/Hr. /Yr.	/Hr. /Yr.		
Immediate Supervisor				
May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Reason for leaving				

	/Hr. /Yr.	/Hr. /Yr.	_____
Immediate Supervisor			_____
May we contact for reference?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
Reason for leaving			_____

Explain any gaps in employment: _____

APPLICANT'S CERTIFICATION, AGREEMENT AND RELEASE

I certify that all the information submitted by me on this application is true and complete, and I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I hereby release and waive any claim against **Just Tires and Auto Services** or its designated agent, which may allegedly arise from such investigation. I further understand that if any false information, omissions, or misrepresentations are either contained in my application or given during any interview, my application may be rejected and, if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to **Just Tires and Auto Services** rules and regulations and agree that my employment is **"at-will"** in that my employment and my compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or **Just Tires and Auto Services** option. I also understand and agree that the terms and condition of my employment may be changed, with or without cause, and with or without notice at any time by **Just Tires and Auto Services**.

I understand that a successful background check is a condition of employment and will include, but not be limited to, an education check, a criminal background check, a DMV background check, a work history check, and a successful pre-employment drug screen. I consent to **JTAS** or its designated agent obtaining my background check and arranging for my pre-employment drug screen. I hereby authorize **JTAS** to receive the results of both the background check and the pre-employment drug screen for the sole purpose of determining my fitness for employment. I hereby fully release and discharge, **JTAS** its officers, agents, and employees from all claims for damages which may arise from participating in or because of the background check, except for willful and wanton conduct.

To further improve our risk management program, **JTAS** requires an annual check of employee driving records from the Florida DMV. This annual check applies to all new or current full-time and part-time employees responsible for operating a company vehicle or who drive during employment. I authorize **JTAS** to review my driving record through the state agency and understand that a poor driving record may disqualify me from operating company vehicles or to drive as a part of my employment.

This application for employment shall be considered active for a period not to exceed 90 (ninety) days. *(Note: Any applicant wishing to be considered for employment beyond this period should inquire as to whether applications are being accepted at that time).*

I understand that if I am hired, I will be required to provide proof of identity and information for compliance with the Immigration Reform and Control Act.

Signature of Applicant

Date