

DEALER'S AUTO AUCTION OF OKLAHOMA CITY, INC. APPLICATION FOR EMPLOYMENT



Dealer's Auto Auction is an Equal Opportunity Employer and recruits, hires, trains and promotes in job titles with out regard to race, color, national origin, religion, sex, physical handicap, age or status as a disabled veteran or veteran of the Vietnam era, except where sex or age is a bona fide occupational qualification.

Please complete the following information truthfully and as accurately as possible. Any misstatement or omission of fact may result in disqualification for employment.

PERSONAL

Date: _____

Last Name	First	Middle	Social Security#
Street Address			Home Telephone
City	State	Zip Code	Secondary Telephone

Have you ever been employed by Dealer's Auto Auction of OKC, Inc.?			
Yes	No	If yes, when?	Reason for leaving
Position Desired			Pay Expected
Type of Work: Full Time Part Time			Will you work overtime?
Will you work any shift _____ Yes _____ No If no, what hours can you work?			_____ Yes _____ No

As an employer, DAA is required to verify your identity and legal right to work in the U.S. A photo driver's license and Social Security card are the most commonly used documents; however, other documents can be used. Can you provide documentation verifying your legal right to work in the United States? _____ Yes _____ No		When are you available to start work?
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State names of friends and relatives working for DAA of OKC Inc., and your relation	Are you at least 18 years of age? _____ Yes _____ No
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Have you been convicted of any crimes in the past ten years, excluding misdemeanors and summary offense, which have not been annulled, expunged, or sealed by a court? _____ Yes _____ No If yes, when did the violation(s) occur? _____ Explain the violation: _____ _____ _____
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Did you serve in the U.S. Armed Forces? _____ Yes _____ No	Branch: _____
Dates of Active Duty Service: From _____ to _____	Rank at End of Service: _____
Type of Discharge: _____	

EMPLOYMENT HISTORY Please give an accurate and complete record. Begin with your present or most recent employer. If needed, please attach additional sheets.

Company Name	Telephone
Location	Employment Dates (month and year) From _____ To _____
Supervisor's Name	Weekly Pay Begin _____ End _____
Job Title and Responsibilities	Reason for Leaving May we contact Yes _____ No _____

Company Name	Telephone
Location	Employment Dates (month and year) From _____ To _____
Supervisor's Name	Weekly Pay Begin _____ End _____
Job Title and Responsibilities	Reason for Leaving May we contact Yes _____ No _____

Company Name	Telephone
Location	Employment Dates (month and year) From _____ To _____
Supervisor's Name	Weekly Pay Begin _____ End _____
Job Title and Responsibilities	Reason for Leaving May we contact Yes _____ No _____

EDUCATION

School	Name and Location	Course of Study	# Years Completed	Degree
High School				
Business/Trade/Technical				
College				
Graduate				

Language Skills: Fluent in _____English _____Spanish _____Other

Oklahoma Driver's License: _____Class D _____Commercial _____Other

Any moving traffic violations? _____Yes _____No If yes, when did the violation(s) occur? _____

Explain the violation: _____

Other specific skills and/or training: _____

REFERENCES

Name & Address	Phone Number	Personal or Professional Reference
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I authorize Dealers' Auto Auction to verify all of the information contained herein by contacting my previous employers and investigative agencies. I understand that an offer of employment is conditional of the satisfactory completion of reference checks, physical examinations and drug screening tests if required. Acceptance of an offer of employment does not guarantee future employment.

I understand that any falsification, misrepresentation, or omission of information required on the Application for Employment is grounds for withdrawing the offer of employment or dismissal/termination if already employed.

Signature

Date