

Ellis Truck & Auto, Inc.

415 E. Houston
Sherman, Texas 75090

Applicant Information			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Desired Salary	
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

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Previous Employment			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary	\$	Ending Salary \$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Military Service	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

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Please tell us about your special skills or certifications.

1. Licensed State Vehicle Inspector, Level?
2. Licensed Tow Truck Operator, Level?
3. Licensed Vehicle Storage Facility Operator
4. Licensed Fork Lift Operator
5. ASE Certified Technician, Level? Computer Diagnostics?
6. Certified Welder or cutting torch
7. Can you make Hydraulic hoses?
8. Certified in Hydraulics?
9. Level of HVAC certifications?
10. Compressed Gas Certifications? Propane, Natural Gas
11. Machinist, automotive or other?
12. Paint and Body repair?
13. Computer Skills, Level? Workstation, Server or Networking
14. People Skills including job estimating and quality control. Any others that you want to comment on are appreciated.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date

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TO ALL APPLICANTS:

Thank you for applying to Ellis Truck & Auto, Inc., for possible employment. It is our intent to maintain a high level of professionalism in this facility.

You have been given a packet of forms to complete as a part of your application process. It is essential that you provide all of the information requested before you will be considered for employment.

Due to the nature of our business, it may be necessary for you to drive company and/or customer vehicles. Also, Ellis Truck & Auto, Inc. is licensed by the Texas Department of Public Safety as a Vehicle Inspection Station and by the Texas Department of Transportation as a Vehicle Storage Facility and Used Car Dealership, The Texas Department of Health for the sale of aged controlled chemicals such as paints and thinners and the for these reasons, it is necessary for us to obtain your Driver License information and date of birth. Your information will be kept confidential but will be verified with the appropriate agencies for driving and/or criminal history. Any information obtained will be held in the strictest confidence and will not be released without your consent.

If you're Driving Record or other information that we obtain, prohibits you from being licensed by the Department of Public Safety or the Texas Department of Transportation, or the Texas Department of Licensing and Regulation, as an inspector or storage facility operator, you may STILL be considered for employment in other areas. But, if you cannot be covered to drive under our insurance, you will not be considered for employment. If at any time during your employment you become uninsurable or if you no longer maintain a valid Driver's License, you will be terminated for this cause.

We work very closely with local, state and federal law enforcement agencies

Your signature below will verify that you have read and understand this requirement of Ellis Truck & Auto, Inc.

Thank you again for your application to Ellis Truck & Auto, Inc.

Charley J. Ellis, Jr.
President

Ellis Truck & Auto, Inc.

Applicant Signature _____

Driver's License Number _____ State _____

Expiration Date _____

Date of Birth _____

Today's Date _____