

**Employment Application**

**UP Management**

Rock Island Auction Company  
CMB Regional Centers

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available: \_\_\_\_\_ Are you 18 years or older? \_\_\_\_\_ Salary Expectations: \_\_\_\_\_

Who can we thank for referring you? \_\_\_\_\_

Position Applying for: \_\_\_\_\_

I am interested in:  Full-time only  Part-time only  Full or part-time

**Additional Questions**

Do you have a current FOID Card? YES NO Do you have a current Concealed Carry Permit? YES NO

Are you authorized to work in the U.S.? YES NO Are you employed at the present time? YES NO

Have you ever worked for this company? YES NO If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony? YES NO Being convicted of a felony does not necessarily disqualify you from employment.

If yes, explain: \_\_\_\_\_

**Education**

High School: \_\_\_\_\_ Address: \_\_\_\_\_

No. of years attended \_\_\_\_\_ Did you graduate? YES NO Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

No. of years attended \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

No. of years attended \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

## References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

### Additional Questions

Computer programs you are familiar with: \_\_\_\_\_

Other Skills: \_\_\_\_\_

Why are you interested in working for us? \_\_\_\_\_

What strengths would you bring to our Company? \_\_\_\_\_

What didn't you like about your previous jobs? \_\_\_\_\_

Any other certifications or awards? \_\_\_\_\_

### Disclaimer and Signature

*If I am employed, I agree to abide by the rules and regulations of UP Management. I understand that my employment is at-will. This means that I do not have a contract of employment for any particular duration nor does it limit the ground for my termination in any way. I am free to resign at any time. Similarly, UP Management is free to terminate my employment at any time for any reason. I understand that while personnel policies, programs and procedures may exist and may be changed from time to time, the only time my at-will status could be changed is if I were to enter into an express written contract with UP Management explicitly promising me job security, containing the words "this is an express contract of employment" and signed by an officer of UP Management. The above language contains our entire agreement about my at-will status and supersedes any past, future, or oral side agreements.*

*All of the information I have supplied in this application is a true and complete statement of the facts, and if employed, any false statement or omission could result in immediate dismissal. I understand that UP Management may share information contained in this application with other employees for employment and administrative purposes and hereby consent to such transfer. I authorize you to contact my references as well as my current and previous employers to obtain information on my work history and qualifications for employment.*

*I also understand that an employment offer is contingent upon a satisfactory outcome of a criminal background check authorized under a separate agreement.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_