



## EMPLOYMENT APPLICATION

It is the policy of BIM Auto Recon, LLC. to consider all applications without regard to race, religion, color, sex, age, marital status, national origin, pregnancy, childbirth or related medical conditions, disability, genetic information, and any other categories protected by federal, state or local law.

### EMPLOYMENT INFORMATION

Position Applying For: \_\_\_\_\_

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

Date You Are Available to Start: \_\_\_\_\_

Salary Requirements: \_\_\_\_\_

Schedule:     Full Time     Part Time     Flexible

Referred By:     Advertisement     Friend     Relative     Employment Agency     Other

### PERSONAL INFORMATION

First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_ Home Telephone #: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Work Telephone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Cell Telephone #: \_\_\_\_\_

Are you eligible for employment in the United States?                       Yes                       No

**\*NOTE: If hired, you are required by law to submit proof of identity and eligibility to work in the U.S.**

Are you 18 years or older?     Yes     No

Have you ever been employed by BIM Recon?

Yes

No

If yes, give date(s)/position(s):

Are you capable of performing the essential functions of the job for which you are applying with reasonable accommodation?

Yes

No

If no, please describe:

**EDUCATION INFORMATION**

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Name & Location of School Attended	How Many Years Attended?	Degree Received	Graduation Date
High School			
College/University			
Graduate School			

List any honors or scholarships received:

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**REFERENCES**

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List three professional references familiar with your character, ability or education, whom you have known for more than one year.

1. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_ Years Known: \_\_\_\_\_
2. Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Relationship: \_\_\_\_\_ Years Known: \_\_\_\_\_

3. Name:

Phone:

Relationship:

Years Known:

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## WORK EXPERIENCE

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Please list date of all employment starting with your most recent position. Attach a separate sheet if necessary.

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Company Name & Address

Position/Title/Duties:

Supervisor's Name/Title:

Telephone #:

Dates of Employment:

From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

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Company Name & Address

Position/Title/Duties:

Supervisor's Name/Title:

Telephone #:

Dates of Employment:

From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

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Company Name & Address

Position/Title/Duties:

Supervisor's Name/Title:

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Dates of Employment:

From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

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Company Name & Address

Position/Title/Duties:

Supervisor's Name/Title:

Telephone #:

Dates of Employment:

From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

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**SKILLS**

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Please list any special job skills or qualifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ACKNOWLEDGMENTS**

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**Please read carefully and initial where indicated.**

I understand that the completion of this Employment Application is not an offer or guarantee of employment.

I have read and understood the above.  
\_\_\_\_\_ (initials)

I understand that any false statements or misleading omissions made by me in connection with my application, or in responding to requests for information, can be sufficient grounds for my rejection as a candidate for employment or for my immediate discharge as an employee.

I have read and understood the above.  
\_\_\_\_\_ (initials)

I understand that any employment I might be offered by BIM Recon is at-will and that either I or BIM Recon terminate that employment at any time with or without notice for any or no reason, and that no agreement to the contrary will be recognized by BIM Recon unless made in writing and signed by its CEO.

I have read and understood the above.  
\_\_\_\_\_ (initials)

I expressly authorize BIM Recon to conduct work history, reference checks, and criminal background investigations, and I authorize all personnel, schools, companies, corporations, credit bureaus and law enforcement agencies to release such information without restriction or qualification to BIM Recon or its authorized agent. I hereby release BIM Recon, its officers, agents, employees and servants from seeking, gathering and using such information and all the personnel, corporations or organizations for finding such information relating thereto. I further consent to being discussed by any person so contacted and I waive all rights to bring any action for defamation, invasion of privacy or any other cause of action against anyone contacted as a result of what he or she may say about me.

I have read and understood the above.  
\_\_\_\_\_ (initials)

**AFFIRMATION**

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I affirm that the information I have given herein is true and correct to the best of my knowledge.

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Signature

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Date