

APPLICATION FOR EMPLOYMENT

FOR:

WESTERN TRUCK INSURANCE SERVICES INC.

9920 LA CIENEGA BLVD. #906
INGLENWOOD, CA 90301-4432

Date _____, 19 _____

Application for position as _____

Name in Full (print) _____
(LAST NAME) (FIRST NAME) (INITIAL)

Social Security Number _____ — — Salary expected \$ _____

Home Address _____

City _____ State _____ Zip _____

Can you accept a position immediately? Yes No If not, how soon? _____

Residence Telephone _____ Message Telephone _____

California Driving License: Yes No License No. _____ Expiration Date _____

How would you get to and from work? _____

Have you been cited for a traffic violation of any kind within the last FIVE years? Yes No

If yes, please give date and details:

Have you ever used another name? Yes No Is any additional information relative to change of name, use of an assumed name, or nickname necessary to enable a check on your work and education record? If yes, please explain _____

Have you ever been in the military service? Yes No If yes, give type of discharge _____.
 A dishonorable or general discharge is not an absolute bar to employment. Other factors will affect a final decision to hire or not to hire.

Are you over 18 years of age? Yes No
 If hired, can you furnish proof that you are over 18 years of age? Yes No

Do you have any physical condition which may limit your ability to perform the job applied for, or which, if you obtain the job applied for, would endanger your health and safety or the health and safety of others? Yes No

EDUCATION	Elementary					High School				College/University				Graduate Professional			
Years Completed: (Circle)	4	5	6	7	8	9	10	11	12	1	2	3	4	1	2	3	4
List any specialized skills or courses taken relating to the applied for job.																	

RECORD OF PREVIOUS EMPLOYMENT:

Please list the names of your previous employers in chronological order with present or last employer listed first. *Be sure to account for all periods of time* including military service and any period of unemployment. **If self-employed, give firm name and supply business references.**

Name of Present or Last Employer	Employed	Pay	Your Title or Position	Reason for Leaving
	From (mo./yr.)	Start		
Address		\$		
City, State, Zip Code	To (mo./yr.)	Final	Name of Last Supervisor	
Telephone		\$		
Previous Employer	Employed	Pay	Your Title or Position	Reason for Leaving
	From (mo./yr.)	Start		
Address		\$		
City, State, Zip Code	To (mo./yr.)	Final	Name of Last Supervisor	
Telephone		\$		
Previous Employer	Employed	Pay	Your Title or Position	Reason for Leaving
	From (mo./yr.)	Start		
Address		\$		
City, State, Zip Code	To (mo./yr.)	Final	Name of Last Supervisor	
Telephone		\$		
Previous Employer	Employed	Pay	Your Title or Position	Reason for Leaving
	From (mo./yr.)	Start		
Address		\$		
City, State, Zip Code	To (mo./yr.)	Final	Name of Last Supervisor	
Telephone		\$		
Previous Employer	Employed	Pay	Your Title or Position	Reason for Leaving
	From (mo./yr.)	Start		
Address		\$		
City, State, Zip Code	To (mo./yr.)	Final	Name of Last Supervisor	
Telephone		\$		
Previous Employer	Employed	Pay	Your Title or Position	Reason for Leaving
	From (mo./yr.)	Start		
Address		\$		
City, State, Zip Code	To (mo./yr.)	Final	Name of Last Supervisor	
Telephone		\$		

Have you ever been terminated or asked to resign from any job? Yes No If yes, explain circumstances:

Please explain fully any gaps in your employment history: _____

If laid off, give reason _____

(In answering the following questions do not include minor traffic infractions, any convictions for which the record has been sealed or expunged, any conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed, referrals to and participation in any pretrial or posttrial diversion programs, and marijuana-related offenses that occurred over two years ago.)

A conviction record will not necessarily be a bar to employment. Factors such as age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account.

Have you ever been convicted of a felony? If so, explain _____

Have you ever been convicted of a misdemeanor? If so, explain _____

Have you been arrested for any matter for which you are out on bail or on your recognizance pending trial? _____

CHARACTER REFERENCES:

Please list persons who know you well — Not previous employers or relatives

Name	Occupation	Address (Street, City and State)	Telephone Number	No. of Years Known

ADDITIONAL INFORMATION:

Please indicate any actual work experience you have in any of the following positions:

OFFICE

- Office Manager
- Bookkeeper
- Accounts Receivable
- Accounts Payable
- Payroll Clerk
- Tag/Title Clerk
- Warranty Clerk
- Data Entry
- Cashier

SALES/LEASING

- Sales Manager
- Salesperson (New Car)
- Salesperson (Used Car)
- Salesperson (Truck)
- F & I Manager
- Leasing Manager
- Fleet Manager
- Truck Manager
- Used Car Manager

SERVICE AND REPAIR

- Service Manager
- Service Writer/Advisor
- Dispatcher
- Shop Foreman
- Mechanic/Technician
- Electrician
- Helper
- Painter
- Body Repair
- Get Ready

PARTS

- Parts Manager
- Parts Counter
- Parts Stocker
- Parts Driver

REMARKS AND SPECIAL QUALIFICATIONS: (please include computer systems and programs with which you are familiar)

In case of accident or other emergency who is the first person we should contact?

Name _____ Relationship _____ Telephone _____ (HOME) _____ (BUSINESS)

Address _____ (NUMBER) _____ (STREET) _____ (CITY) _____ (STATE)

THIS APPLICATION WILL BE CONSIDERED ACTIVE FOR A MAXIMUM OF SIXTY (60) DAYS. IF YOU WISH TO BE CONSIDERED FOR EMPLOYMENT AFTER THAT TIME, YOU MUST REAPPLY. PLEASE READ AND SIGN ON THE REVERSE SIDE.

© 1991 by Motor Car Dealers Services, Inc.
 Reproduction in whole or in part without the express written consent of the publisher is strictly forbidden.

To order additional Employment Applications, contact:

motor car dealer services, inc.
 420 West Culver Boulevard
 Playa del Rey, California 90293
 (213) 306-6232

APPLICANT'S STATEMENT:

In the event of my employment to a position at this company, I will comply with all rules and regulations of this company. I understand that an offer for such employment may be contingent upon the passing of a job related physical examination by a doctor selected by the company, and I consent to the disclosure of the results of this physical to the company. I further consent to allow the company or the company's agent to collect urine and/or blood specimens from me for testing alcohol, drugs and controlled substances as may be permitted by law. I further understand that the company reserves the right to require a physical examination, including a drug/alcohol test, at any time during my employment, to the extent permitted by law. I understand that should I decline to sign this consent or decline to take a test my application for employment may be rejected or my employment may be terminated.

I understand that bonding may be a condition of hire. If it is, I will be so advised either before or after hiring and a bond application will have to be completed.

I understand that the company may investigate my driving record and my criminal record and that a consumer credit report may be obtained. I further understand that the company may contact my previous employers and I authorize those employers to disclose to the company all records pertinent to my employment with them. In addition to authorizing the release of any information regarding my employment, I hereby fully waive any rights or claims I have or may have against my former employers, their agents, employees and representatives and release them from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information of any person, or party, whether this information is favorable or unfavorable to me.

I authorize the persons named herein as personal references and past employers to provide the company with information concerning my previous employment and any pertinent information they may have regarding myself.

I hereby state that all the information that I provided on this application or any other documents filled out in connection with my employment, and in any interview is true and correct and that to the best of my knowledge I have withheld nothing that would, if disclosed, affect this application unfavorably. I understand that if I am employed and any such information is later found to be of fault in any respect, I may be dismissed. I understand if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that Federal Immigration laws require me to complete an I-9 Form in this regard.

If hired, I agree as follows: My employment and compensation is terminable at will, is for no definite period, and my employment and compensation may be terminated by the company (employer) at any time and for any reason whatsoever, with or without good cause at the option of either the company or myself. No implied, oral, or written agreements contrary to the express language of this agreement are valid unless they are in writing signed by the President of this company. No supervisor or representative of the company, other than the President, has any authority to make any agreements contrary to the foregoing. This agreement is the entire agreement between the company and the employee regarding the right of company or employee to terminate employment with or without good cause, and this agreement takes the place of all prior and contemporaneous agreements, representations, and understandings of the employee and the company.

I hereby acknowledge that I have read the above statements and understand the same.

If you have any questions regarding this statement, please ask a company representative before signing.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENT

Signature of Applicant

Date

DECLARACION DEL SOLICITANTE:

En caso de ser contratado para ocupar un cargo en esta compañía, cumpliré con todas las reglas y los reglamentos de la compañía. Comprendo que la oferta de dicho empleo podrá depender de que yo pase un examen médico para dichos efectos, realizado por un médico seleccionado por la compañía, y consiento a que el médico divulgue a la compañía los resultados del examen médico. Consiento, además, a permitir que la compañía o el agente de la compañía obtengan muestras de orina y/o sangre para análisis de drogas/alcohol y sustancias controladas, en la medida que lo permita la ley. Comprendo, además, que un cualquier momento durante mi empleo la compañía reserva el derecho a exigir un examen médico, incluyendo análisis de drogas/alcohol, en la medida que lo permita la ley. Comprendo que si me niego a firmar este consentimiento o a someterme a un análisis, se podrá rechazar mi solicitud de empleo o terminar mi empleo.

Comprendo que una fianza puede ser condición para ser contratado. De así, se me informará de ello después de la contratación y habrá que llenar una solicitud de fianza.

Comprendo que la compañía podrá investigar mis antecedentes automovilísticos y antecedentes penales, y que se podrá obtener un informe sobre crédito al consumidor. Comprendo, además, que la compañía podrá comunicarse con mis patrones previos y autorizo a dichos patrones a divulgar a la compañía todo expediente referente a mi empleo con ellos. Además de autorizar la divulgación de toda información referente a mi empleo, por la presente renuncio plenamente a todo derecho o reclamación que pueda tener ante mis patrones previos, sus agentes, empleados y representantes, y les descargo de toda forma de responsabilidad, reclamaciones o daños y perjuicios que directa o indirectamente puedan surgir del uso, divulgación o revelación de dicha información por parte de cualquiera, independientemente de que esta información me sea favorable o desfavorable.

Autorizo a todas las personas nombradas en la presente en calidad de recomendaciones personales y patrones previos a dar a la compañía informes referentes a mi empleo previo y toda información pertinente que tengan acerca de mí.

Por la presente declaro que toda la información contenida en esta solicitud y demás documentos presentados en conexión con mi empleo, y en toda entrevista, es veraz y correcta y, que a mi mejor saber, no he ocultado nada que, en caso de ser revelado, afectaría desfavorablemente a esta solicitud. Comprendo que si se me contrata y posteriormente cualquiera de estos datos resulta errado en cualquier respecto, se me podrá despedir. Comprendo que si se me selecciona para la contratación será necesario que yo presente evidencia satisfactoria de mi identidad y autorización legal para trabajar en los Estados Unidos, y que las leyes federales sobre inmigración exigen que en este respecto yo llene la planilla I-9.

Si se me contrata, convengo en lo siguiente: mi empleo y remuneración se puede terminar a voluntad, no tiene duración definida, y que la compañía (el patrón) podrá terminar mi empleo y remuneración en cualquier momento y por el motivo que fuere, con o sin motivos justificantes a opción ya sea de la compañía o mía. No es válido ningún acuerdo implícito, oral o escrito que sea contrario al lenguaje explícito de este convenio a menos que esté firmado por el Presidente de esta compañía. Ningún supervisor ni representante de la compañía, que no sea el Presidente, cuenta con ninguna autoridad para celebrar convenios en contravención de lo precedente. Este convenio es el convenio entero entre la compañía y el empleado en cuanto al derecho de la compañía o del empleado a terminar el empleo con o sin motivos justificantes, y este convenio reemplaza a todo convenio, representación y entendimiento previo y contemporáneo entre el empleado y la compañía.

Por la presente certifico que he leído lo precedente y que lo entiendo.

Si tiene preguntas referentes a esta declaración, hágaselas a un representante de la compañía antes de firmar.

NO FIRME ESTA DECLARACION SI NO LA HA LEIDO

Firma del Solicitante

Fecha