



Panhandle Ace
Ace of Navarre / Ace of Destin / Ace of Freeport
Hardware – Lawn & Garden – Grilling – Paint

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

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

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Availability

Full-Time _____ Part-Time _____ Summer _____ Temporary _____

Will you work overtime? _____ Will you work weekends? _____

Education

High School: _____ Location: _____

From: _____ To: _____ Did you graduate? YES NO GPA: _____

College: _____ Location: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Location: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list two professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

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 NO

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 NO

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 NO

Skills

Please check appropriate skills and knowledge that you possess.

Retail Sales ____ Personal Computer ____ Fork Lift Operator ____ Plumbing ____
Electrical ____ Gardening ____ Lawn Maintenance ____ Carpenter ____
Building Materials ____ Grilling ____ Customer Service ____

Please list any additional other relevant skills/knowledge. _____

Questions

Why do you want to work at Ace Hardware? _____

What are your favorite hobbies? _____

Please list three words that you would use to describe yourself. _____

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.

I voluntarily agree to submit a drug test as part of my application for employment if requested to do so. I understand that refusal to submit to the test or failure to pass the test according to the standard established by the Company, will disqualify me from further consideration for employment.

In making this application for employment, I understand that a routine investigative report may be made to include a criminal check, driver's license check, education verification, and a public record check.

Signature: _____

Date: _____