



APPLICATION FOR EMPLOYMENT

Big Sky Linen & Uniform

715 Central Avenue, Billings MT 59102
Phone: 406.252.5172 Fax: 406.252.2150
www.bigskylinen.com

Pre-employment drug testing is required for most positions.

This application is good for 90 days only. Consideration for employment after 90 days requires a new application.

Please Complete All Requested Information

DMV Record required for all route and sales positions.

PLEASE PRINT

Date _____ Position(s) Applied For _____

PERSONAL INFORMATION

Name _____ E-mail _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ Message Phone _____

GENERAL INFORMATION

Do you need an accommodation to participate in the application or interview process? Yes No

Have you ever worked for this company before? yes No If yes, when _____ Do you

have any relatives employed by this facility? Yes No If yes, name of relative _____ Are you

over 18 years of age? Yes No If no, please list your age _____

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

Date you can start _____ Salary desired _____

SALES POSITION

COMPLETE ONLY IF YOU ARE APPLYING FOR A DRIVER'S OR

Do you have a commercial driver's license? Yes No State of Issue _____

List all states that have issued you a driver's license within the past 10 years. List the state and year(s) for each license:

Prior to employment you must provide the company with your driving record for the past five years.

List any moving violations and chargeable accidents you have had for the past five years:

Incident _____ Date _____

_____ Incident _____ Date _____

EDUCATION					
TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (City / State)	DID YOU GRADUATE	YEARS ATTENDED	MAJOR & DEGREE EARNED
High School					
College					
College					
Business or Trade					

If you did not graduate from high school, do you have a GED? Yes No

ADDITIONAL INFORMATION

Skills and Qualifications Summarize any training, skills, areas of specialization or major interest that may qualify you as being able to perform job-related functions in the position for which you are applying.

United States Military Training Summarize any job-related training you received in the U.S. military.

Professional Licenses and/or Certifications If licensed, registered or certified, list:

Type: _____ State Issued: _____ Date Issued: _____ # _____

Type: _____ State Issued: _____ Date Issued: _____ # _____

Other

During the last ten years, have you ever been convicted of a crime other than a minor traffic offense? Yes No

If yes, please explain: _____

A "yes" answer will not automatically disqualify you from employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered.

BIG SKY LINEN & UNIFORM IS AN EQUAL OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN, MARITAL STATUS, MILITARY STATUS, OR DISABILITY.

EMPLOYMENT HISTORY

Please fill this section out completely and do not write "See Resume". Begin with your most recent employment. Please provide information for at least the past ten years.

Name and Address of Employer	
Job Title	Job Description (duties, skills, equipment used)
Dates of Employment: Start ____/____/____ End ____/____/____ Starting Salary _____ Ending Salary _____	
Reason for leaving _____	
Person to contact _____ Phone _____	

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Reason for leaving _____	
Person to contact _____ Phone _____	

If you need additional space, please continue on a separate sheet of paper.

Are you currently employed? Yes No Where? _____

If you do not want us to contact any of the above listed current or former employers, please list below and state the reason you do not want each contacted.

REFERENCES

Professional References: Give three references who are not relatives, and that you have known at least one year (preferably persons who know about your work / training).

Name _____ Address _____

Phone _____ Business _____ Years Acquainted _____

Name _____ Address _____

Phone _____ Business _____ Years Acquainted _____

Name _____ Address _____

Phone _____ Business _____ Years Acquainted _____

APPLICANT STATEMENT

I certify that all information I have provided in order to apply for and secure work with Big Sky Linen & Uniform is true, complete and correct. If any information provided by me is found to be false, incomplete or misrepresented in any respect, it will be sufficient cause to cancel further consideration of this application, or immediately discharge me from Big Sky Linen & Uniform's service, whenever it is discovered.

I expressly authorize Big Sky Linen & Uniform and its agents, without reservation, to contact and obtain information from all references, employers, public agencies, licensing authorities, and educational institutions and to otherwise verify the accuracy of all information regarding me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding Big Sky Linen & Uniform or its agents for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that Big Sky Linen & Uniform does not unlawfully discriminate in employment, and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I certify that I have read, fully understand and accept all terms of the foregoing Application Statement.

Date: ___/___/___ Signature _____

INCOMPLETE or UNSIGNED applications will not be considered.

Big Sky Linen & Uniform is an Equal Opportunity Employer