



# BLUEHOOK TOOL COMPANY LLC

## APPLICATION FOR EMPLOYMENT

*We are an Equal Opportunity Employer*

### PERSONAL INFORMATION

Date \_\_\_\_\_

**Name**

Are you 18 years of age or older? Yes No

Last,

First

Middle

**Present Address**

Address

City

State

Zip Code

**Mailing Address**

Address

City

State

Zip Code

**Phone No.**

Home

Cell

**Email**

**Referred By**

### EMPLOYMENT DESIRED

**Position**

**Date You Can Start**

**Salary Desired**

Are you Employed Now?

Yes

No

If So, May We Inquire of Your Present Employer?

Yes

No

Have you applied to this Company before?

Yes

No

Where?

When?

### EDUCATION

**Name and Location of School**

**Did You Graduate?**

**Subjects Studied**

High School		Yes	
		No	
College		Yes	
		No	
Trade School		Yes	
		No	

### GENERAL

Hobbies:

Job Related Skills (computer skills, driver's license type, forklift):

**Former Employers** List below your previous four employers, starting with most current.

Month / Year	Employer Name, Address, Phone Number	Salary (upon leaving)	Position	Reason for Leaving
From				
To				
From				
To				
From				
To				
From				
To				

**References** List below three persons not related to you, whom you have known at least one year.

Name	Phone Number	Position	Years Acquainted
1			
2			
3			

If you are hired by the Company, you will be required to attest to your identity and employment eligibility/status, and to present documents confirming your identity and employment eligibility/status. Candidates meeting these requirements may be considered for employment.

**AUTHORIZATION**

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Company.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Company. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Company unless made in writing.

If I am offered employment, I agree to submit to a pre-employment medical examination and pre-employment drug and alcohol test before commencing employment. I understand that my employment is based on meeting the acceptable pre-employment standards set by the company. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Company and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to the Company the result of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug test, and if I am hired a condition of my employment will be that I abide by Bluebook's Drug and Alcohol Policy.

I understand that completing this form does not in any way guarantee an open position or employment. If hired, I agree to abide by the Company work rules, policies and procedures. The Company retains the right to revise its policies or procedures, in whole or in part, at any time.

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



## DISCLOSURE FOR INVESTIGATIVE CONSUMER REPORT

Bluehook Tool Company LLC (“The Company”) may request an investigative consumer report about you from a third party consumer reporting agency, in connection with your employment or application for employment (including independent contractor or volunteer assignments, as applicable). An “investigative consumer report” is a background report that includes information from personal interviews (except in California, where that term includes background reports with or without information obtained from personal interviews). The most common form of an investigative consumer report in connection with your employment is a reference check through personal interviews with sources such as your former employers and associates, and other information sources. The investigative consumer report may contain information concerning your character, general reputation, personal characteristics, or mode of living. You may request more information about the nature and scope of an investigative consumer report, if any, by contacting the Company. These reports will be obtained by DISA Global Solutions Inc., 10900 Corporate Centre Drive, Suite 250, Houston, TX 77041, 800-752-6432, [www.disa.com](http://www.disa.com).

## DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Bluehook Tool Company LLC (“the Company”) may obtain information about you from a third-party consumer reporting agency for employment purposes. Thus, you may be the subject of a “consumer report” which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records (“driving records”), verification of your education or employment history, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. You have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about you and to request a copy of your report. These searches will be conducted by DISA Global Solutions Inc., 10900 Corporate Centre Drive, Suite 250, Houston, TX 77041, 800- 752-6432, [www.disa.com](http://www.disa.com). The scope of this disclosure is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports throughout the course of your employment to the extent permitted by law.

## ACKNOWLEDGMENT AND AUTHORIZATION FOR BACKGROUND CHECK

I acknowledge receipt of the separate document entitled DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” by Bluehook Tool Company LLC (the “Company”) at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish all background information requested by DISA Global Solutions, Inc., 10900 Corporate Centre Drive, Suite 250, Houston, TX 77041, 800-752-6432, [www.disa.com](http://www.disa.com), and/or Company. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

Printed Name: \_\_\_\_\_

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

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



## EMPLOYEE ACKNOWLEDGEMENT RECEIPT OF DRUG, ALCOHOL AND CONTRABAND STANDARD

I, the undersigned employee of the Bluehook Tool Company LLC hereby acknowledges:

- I have received a copy of Bluehook Tool Company LLC's Drug, Alcohol and Contraband standard, or have been provided access to it, (the "Policy") for review. I have had an opportunity to ask questions about this Policy, and I understand the requirements of this Policy.
- I understand that, among other things, the Bluehook Tool Company LLC's Drug, Alcohol and Contraband standard requires employees to submit to tests to be analyzed for the presence of unauthorized controlled substances and/or alcohol; that the presence of a detectable trace of any unauthorized controlled substance and/or alcohol is grounds for disciplinary action up to and including termination of my employment; and that my cooperation is voluntary, but that refusal to submit a specimen for testing is grounds for my termination.
- I understand and consent to searches as outlined in Section IV of the Policy.
- I agree to comply with the terms of the Policy or any changes or amendments thereto and understand that noncompliance with the Drug, Alcohol and Contraband standard shall result in disciplinary action up to and including termination.
- I hereby consent to disclosure by Bluehook Tool Company LLC and its agents, including, but not limited to, any collecting and testing agencies, of the test results identified above and any related information to clients of Bluehook Tool Company LLC and its authorized agents, assigns, or representatives.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Employee's Name

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Driver's License No.

\_\_\_\_\_  
State of Issuance

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Date of Expiration