



Martin Bayley Inc.
Food Fuel Fun

928 Co. Rd. 1350N, Carmi, Illinois 62821
618-382-2334

100% Employee Owned

You must fill in your own application. All questions must be answered for this application to be considered. This application will be considered current for 30 days from the date below. To be considered after that time you must renew your application in writing or fill out a new employment application. Martin & Bayley, Inc., is a drug free workplace and random drug testing may be required.

PERSONAL INFORMATION

Name _____ Date of Application: _____
Last First Middle

Address _____
No. Street City State Zip Code

Phone No. (_____) _____ Social Security No. _____

Are you at least 18 yrs of age? _____ If No, Date of Birth _____

Do you have the legal right to work in the United States? Yes or No
(upon employment you will be required to furnish written proof of citizenship or immigration status and written photographic proof of identification.)

Position applied for _____ Rate of Pay Expected \$ _____

Do you prefer: Full Time _____ Part Time _____ Date available to start _____

Are you available to work all shifts? _____ If Not, Specify days and hours available _____

What times of the day, days of the week or days during the year can you not work? _____

Do you intend to work any where else in addition to working at this company? Yes or No If so, Where? _____

How did you learn of this opening? _____

Are you presently employed? _____ Name & Address of Employer: _____

Why do you want to change jobs? _____

Have you worked for the Company before? _____ If Yes, When? _____ Where? _____

Have you ever applied for work with the company? _____ If yes, When? _____ Where? _____

Are you related to anyone employed by us? _____ If Yes, Name of relative, relationship, and location where relative works? _____

If hired, how will you get to work? _____

Have you ever been convicted of a crime? * _____ If Yes, Describe in full (dates, offense, punishment or outcome) _____

* A conviction will not necessarily bar an applicant from employment.

Are you able, with reasonable accommodation if necessary, to perform all of the essential functions of the job for which you applying? _____ Yes; _____ No. If No, explain _____

Applicants will not necessarily be disqualified if they are unable to perform a particular job duty (or duties).

Person to be notified in case of an accident or emergency:

Name _____ Phone (_____) _____
Last First

Address _____
No. Street City State Zip Code

EDUCATIONAL BACKGROUND

	No. of Years Completed	Name and Address of School	Date of Graduation	Course of Study or Degree Earned
High School				
College				
Other				

Government equivalent degree earned? _____ If Yes - Where? _____ When? _____

EMPLOYMENT AND ARMED FORCES EXPERIENCE

(Enter Present or Most Recent Position First)

From Mo./Yr.	To Mo./Yr.	Employer's Name, Address and Telephone No.	Supervisors Name and Title	Position Held and Rate of Pay	Reason for Leaving

List any other experiences, skills, or qualifications you feel are pertinent.

PLEASE READ BEFORE SIGNING

Martin & Bayley, Inc., is an Equal Opportunity Employer. All applicants are considered for employment without regard to race, color, sex, gender, marital status, age, religion, national origin, disability that can be reasonably accommodated without undue hardship or any other legally protected status.

I give my permission to investigate my credit record, education, employment experience, criminal conviction records and all other aspects of my background relevant to my proposed employment. I hereby indemnify the Company and any person or company contacted from any liability arising out of such inquiry. I understand that if any false or misleading information or omission on this application is discovered it will be reason for rejection or dismissal. I understand that I have a right to make a written request within a reasonable period of time for a complete and accurate disclosure of information concerning the nature and scope of the investigation. Upon termination of my employment for whatever reason, I release this Company from all liability for supplying any information concerning my employment to any potential employer.

At the request of the Company, I agree to provide transcripts from educational institutions attended and to submit to any further testing for employment (after a conditional offer of employment is made if required by law), continuation of employment or advancement with the Company.

I acknowledge, if employed, my employment is for no fixed period of time. This application or offer of employment is not binding on the Company in any way and is not to be construed as a contract. Personnel practices, policies and procedures, employment, benefits, and/or compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either the Company or myself. No representative of the Company, other than its President, has the authority to enter into any agreement for employment of any specified period of time, or to make any agreement contrary to the foregoing, and such agreement to be enforceable, must specifically acknowledge that it is a modification of this policy must be in writing and must be signed by the President of the Company.

All newly hired employees are required to serve an introductory period of 60 calendar days. Employees who fail to demonstrate the ability to meet acceptable standards of performance and/or behavior during their introductory period may be terminated immediately.

Date _____ Signature _____