

# APPLICATION FOR EMPLOYMENT

Please complete this form and return it to:

## Human Resources Department

TUOHY Furniture Corporation  
42 Saint Albans Place  
Chatfield, Minnesota 55923  
T (507) 867-4280 eMail: hr@tuohyfurniture.com



All applicants will receive consideration for employment regardless of race, color, religion, sex, pregnancy, age, marital status, national origin, veteran status, sexual orientation, physical or mental handicap. TUOHY subscribes to a drug-free workplace. All portions of this application pertaining to you must be completed. Please do not make reference to information that appears on your resume or other separate document; include all information on this form. **Thank you!**

### PERSONAL

Last Name: \_\_\_\_\_ Street Address: \_\_\_\_\_  
First Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_ City, State and Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ eMail Address: \_\_\_\_\_

### POSITION DESIRED

Position: \_\_\_\_\_  
Date you can start: \_\_\_\_\_ Salary Desired \$ \_\_\_\_\_  
Which shifts are you willing to work? 1<sup>st</sup>  2<sup>nd</sup>   
Are you willing to work overtime? As needed  Daily  Saturday  No   
Full Time? Yes  No   
Summer Only? Yes  No   
Have you ever worked for this company? Yes  No  If yes, when? \_\_\_\_\_

Please describe your skills:

### GENERAL INFORMATION

Do you have your own transportation? Yes  No   
Are you 18 years or older? Yes  No   
How did you hear about TUOHY?  
Do you have proof of citizenship or authorization to work? Yes  No   
Person to contact in case of emergency? Name: \_\_\_\_\_  
Phone: \_\_\_\_\_

**WORK EXPERIENCE**

Please account for your last three (3) jobs, starting with the current or most recent one first. Do not reference resume.

	JOB 1	JOB 2	JOB 3
Mo/Yr Started:	_____	_____	_____
Mo/Yr Ended:	_____	_____	_____
Employer:	_____	_____	_____
Address:	_____	_____	_____
Phone:	_____	_____	_____
Position:	_____	_____	_____
Why Ended?	_____	_____	_____
Salary:	_____	_____	_____

**EDUCATION**

	HIGH SCHOOL	TRADE OR BUSINESS	COLLEGE
School Name:	_____	_____	_____
City - State:	_____	_____	_____
# Yrs Attended:	_____	_____	_____
Graduate?	_____	_____	_____
Subjects/Major:	_____	_____	_____

**PLEASE READ THE FOLLOWING SECTION BEFORE YOU SIGN THIS APPLICATION FOR EMPLOYMENT.**

I certify that the answers given in this application are true and complete to the best of my knowledge. I understand that any false statements on this application could result in my separation from the Company. I understand TUOHY is not obligated to offer the position to me, even after completing this application or following a job interview. I understand TUOHY has certain rules and procedures, which must be followed. I agree that if I am employed I will follow the rules of the Company or be subject to disciplinary action that could mean dismissal. I understand TUOHY Furniture Corporation is an at-will employer, which means that any term of employment is for no definite period of time, regardless of the date or payment of wages. I also understand and agree that the Company may change the terms and conditions of my employment at any time. If I am employed, such employment may be ended with or without cause or notice. No verbal agreements made during any application or interview process can be relied upon.

I understand that if TUOHY Furniture Corporation hires me, my employment is conditional on my ability to provide proof of work authorization and identity, as required by Federal Law, and the completion of any post-employment requirements of TUOHY.

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

Date of Application: \_\_\_\_\_