



Employment Application
Xpress is an Equal Opportunity Employer

Applicant Information

Full Name: Last First M.I. Date:

Address: Street Address Apartment/Unit #

City State ZIP Code

Phone: () E-mail Address:

Date Available: 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:

If applying for a driving position, Do you have a valid MICHIGAN Chauffeur's License? Yes No

If applying for a driving position, Have you any experience chauffeuring individuals with disabilities? Yes No

Education

High School: Address:
From: To: Did you graduate? YES NO Degree:

College: Address:
From: To: Did you graduate? YES NO Degree:

Other: Address:
From: To: Did you graduate? YES NO Degree:

References

Please list three professional (not personal/friends/family) references.

Full Name: Relationship:
Company: Phone: ()
Address:

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

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

Nothing on this application is intended to create or imply a contractual relationship. If hired, the employee understands that employment is at will, in other words, that it is not for any specific time period or duration and can be terminated with or without reason at any time. While employment policies or procedures may change from time to time, only a written agreement signed by the company's president can change the employee's at-will status.

I understand that consideration for employment is conditioned upon the results of a reference and background check, and I have given my authorization to Xpress to investigate all statements made by me on the application and to contact former employers and references.

I attest to the accuracy and truthfulness of the information provided in this application and I understand that any

misstatement of material facts will be grounds for disqualifying me from further consideration in the selection process, or if hired, grounds for discharge.

I also understand that as a condition of my employment, I must complete a drug and alcohol screening and have negative drug testing and alcohol testing results to be hired by Xpress. I further understand that I will be given a physical exam to test for my physical ability to perform the job in question. I authorize Xpress or its contracted facility to perform this test, and I understand that employment is contingent upon the results.

I understand that as a condition of my employment, a criminal background check will also be conducted. I will be given the opportunity to explain anything found in this check.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____