



Killeen Overhead Doors, Inc.

1505 Martin Luther King, Jr. Blvd.
Killeen, TX 76543
(254) 690-3667

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Date Available: _____ Social Security No.: _____ 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 been convicted of a felony? YES ☐ NO ☐

If yes, explain: _____

Education

High School: _____ Location: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐

College: _____ Location: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Trade School: _____ Location: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

General Information

Special Training: _____ Relationship: _____

Special Skills: _____ Phone: _____

US Military Svc: _____ Rank: _____

Previous Employment - Start with last one first

Co. Name & Location: _____ Phone: _____

To: _____ From: _____ Supervisor: _____

Job Title: _____ Reason for Leaving: _____

Responsibilities: _____

Co. Name & Location: _____ Phone: _____

To: _____ From: _____ Supervisor: _____

| | |
|--------------------------------|---------------------|
| Job Title: | Reason for Leaving: |
| Responsibilities: | |
| Co. Name & Location: | Phone: |
| To: From: | Supervisor: |
| Job Title: | Reason for Leaving: |
| Responsibilities: | |

Military Service

| | | |
|--------------------------|-------|-----|
| Branch: | From: | To: |
| Rank at Discharge: _____ | | |

Disclaimer and Signature

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

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

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws.

I understand that a consumer credit report or criminal records check may be necessary prior to my employment. If such reports are required, I understand that, in compliance with federal law, the company will provide me with a written notice regarding the use of these reports and will also obtain a separate written authorization from me to consent to these reports. I also understand that a poor credit history or conviction will not automatically result in disqualification from employment.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

| | |
|------------------|-------------|
| Signature: _____ | Date: _____ |
|------------------|-------------|

DO NOT WRITE BELOW THIS LINE

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| Remarks: |
| Manager: |