

**CAPROCK SHELLING/HOOT-N-ANNIE PECAN COMPANY**  
**APPLICATION FOR EMPLOYMENT**

**CAPROCK SHELLING**



**PERSONAL INFORMATION**

Name (Last)	First	(Middle)	Date	/	/
Home Address		City	State	Zip	
Home Telephone ( )	Cellular Phone ( )	Business Phone ( )		May we contact you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No	
E-mail					

Position Applying For	Date Available / /	Are you interested in (check all that apply) <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Temporary <input type="checkbox"/> Summer						
Days and hours available:								
Day	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Are you willing to work Saturdays? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you 18 years or older? <input type="checkbox"/> Yes <input type="checkbox"/> No (no one under age 16 may be hired)
From								
To								
How were you referred to us?								

**EDUCATION**

Type of School	Name and Location of School		Degree/Area of Study	Number of Years Attended	Graduated (Check One)
High School	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			
College	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			
Graduate School	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			
Other	Name	Address			<input type="checkbox"/> Yes <input type="checkbox"/> No
	City	State Zip			

**U.S. MILITARY SERVICE**

Branch of Service	Technical Specialization	Rank Attained

**LEGAL**

Are you legally authorized to work in the United States?  Yes  No (Identity and employment eligibility of all new hires will be verified as required by the Immigration Reform and Control Acts of 1986.)

Were you ever discharged by any company?  Yes  No If yes, give name of company(ies) \_\_\_\_\_  
Reason for discharge: \_\_\_\_\_

Have you ever been convicted of or plead guilty to (including a plea of nolo contendere) a misdemeanor at any time within the past 5 years?  Yes  No If yes, please explain in full: \_\_\_\_\_

Have you been convicted of or plead guilty to (including a plea of nolo contendere) a felony (you are not obligated to disclose sealed, erased or expunged records of conviction(s) or records of arrests or criminal charges which did not result in a conviction)?  Yes  No If yes, please explain offense and final disposition: \_\_\_\_\_

(A conviction will not necessarily disqualify an applicant from employment.)

Federal, State, and local laws prohibit discrimination based on race, color, sex, religion, affectional or sexual orientation, national origin, ancestry, age, physical or mental disability that does not affect ability to perform essential job function(s) with or without reasonable accommodation, or any other protected status not listed in this statement. Your application will be considered in full accord with applicable Federal, State, and local requirements.

## EMPLOYMENT HISTORY

List employment starting with your most recent position. You may include a description of verified work performed on a volunteer basis. Is any additional information relative to a different name necessary to check your work record?

If yes, explain  Yes  No

DATES	NAME AND ADDRESS OF EMPLOYER/COMPANY	POSITION HELD AND SUPERVISOR NAME	LIST MAJOR DUTIES	SALARY OR WAGES	REASON FOR LEAVING
From: _____ / _____ mo. yr.	Name	Your Job Title		Starting	
To: _____ / _____ mo. yr.	Address	Supervisor		Final	
	City & State Phone ( )				
From: _____ / _____ mo. yr.	Name	Your Job Title		Starting	
To: _____ / _____ mo. yr.	Address	Supervisor		Final	
	City & State Phone ( )				
From: _____ / _____ mo. yr.	Name	Your Job Title		Starting	
To: _____ / _____ mo. yr.	Address	Supervisor		Final	
	City & State Phone ( )				
From: _____ / _____ mo. yr.	Name	Your Job Title		Starting	
To: _____ / _____ mo. yr.	Address	Supervisor		Final	
	City & State Phone ( )				

## REFERENCES

Business references: (do not list relatives)				
Name	E-mail	Phone No.	Title	Years Known

## AGREEMENT

In the event of my employment, I understand that false or misleading information given in my application or interview(s) may result in immediate dismissal. I understand, also, that I am required to abide by all rules and regulations of Caprock Shelling, LLC/Hoot-n-Annie Pecan Company, LLC.

I authorize Caprock Shelling, LLC/Hoot-n-Annie Pecan Company, LLC to contact former employers, educational organizations, and persons designated as references regarding my employment and education. I authorize my former employers, educational organizations, and persons designated as references to fully and freely communicate information regarding my previous employment, attendance, and grades.

I understand and agree that, if employed, employment will be "AT WILL." That is, either I or the employer may end the employment relationship at any time, for any reason, or for no reason. I understand that receipt of this application does not imply employment and that this application and/or other documents are not contracts of employment.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

APPLICANT'S SIGNATURE (PRINT NAME IF TYPED)

DATE SIGNED