



# Carter Management LLC

## EMPLOYMENT APPLICATION

We consider applicants for all positions without regard to race, color, sex, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address, City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### EMPLOYMENT DESIRED:

Position: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Date you can start:

Are you employed? \_\_\_\_\_ Yes \_\_\_\_\_ No

If so may we inquire of your present employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever applied to this company before? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, where? \_\_\_\_\_ When? \_\_\_\_\_

### EDUCATION:

	Name and Location of School	Circle Last Year Completed	Did You Graduate?	Subjects Studied & Degrees Received
High School		9 10 11 12	Yes No	
College		1 2 3 4		
Graduate/Professional		1 2 3 4		
Trade or Correspondence		1 2 3 4		

### GENERAL QUESTIONS:

Have you ever been disciplined, terminated or asked to resign from any job? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain circumstances: \_\_\_\_\_

\_\_\_\_\_

How many days of work have you missed in the last three years due to reasons other than paid holidays and vacation? \_\_\_\_\_  
 # of Days      Year      # of Days      Year      # of Days      Year

Have you ever been convicted of any misdemeanor or felony? \_\_\_\_\_

If yes, please give dates and details: \_\_\_\_\_

**WORK EXPERIENCE**

Please list all jobs which you have held. If additional space is needed, please write on the back of this application.

Month, Year	Name of Most Recent Supervisor/Address & Telephone # of Employer	May we call for reference	Position	Salary	Reason for Leaving
From To					
From To					
From To					
From To					

Please explain fully any gaps in your employment history: \_\_\_\_\_

**OTHER WORK EXPERIENCE REFERENCES NOT MENTIONED ABOVE**

Please fill out completely and accurately.

Company Name	Name/Title	Telephone Number	Years Acquainted

I hereby authorize Carter Management LLC to contact prior employers to obtain any and all information related to my past work performance.

**Applicant's Statement and Agreement**

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

I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at this time.

The company shall conduct background checks on all applicants, which may include investigating my driving record, criminal record and credit report where applicable.

If hired, I agree as follows:

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless, such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also that I am required to abide by all rules and regulations of the employer.

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENT AND AGREEMENT.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date