

# EMPLOYMENT APPLICATION

Please complete the entire application.

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

## 1. Employer Information

Employer: Origin USA | Address: 125 High Street, Farmington, ME 04938  
Main Factory Line: +1 888-868-1416 | Employment Questions: 207-305-3100

It is the policy of Origin USA to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

## 2. Applicant Information

Applicant Full Name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Home Address: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_ Number of years at this address: \_\_\_\_\_

Phone: \_\_\_\_\_ Secondary phone (optional): \_\_\_\_\_

Email: \_\_\_\_\_

Driver's License (State/Number) \_\_\_\_\_

**3. Job Position Applied For:** \_\_\_\_\_ Full or Part Time? \_\_\_\_\_

**4. How were you referred to our company?** \_\_\_\_\_

Do you have any friends or relatives who work here? If so, please list them on the line below.

\_\_\_\_\_

**5. Have you applied to our company previously?**  YES  NO

If yes, when? \_\_\_\_\_

**6. Are you at least 18 years old?**  YES  NO

**7. Do you have reliable transportation? Please specify:** \_\_\_\_\_

**8. Are you willing to work any shift, including nights and weekends?**  YES  NO

If no, please state any limitations: \_\_\_\_\_

**9. If applicable, are you available to work overtime?**  YES  NO

**10. If you are offered employment, when would you be available to begin work?**

\_\_\_\_\_

**11. If hired, are you able to submit proof that you are legally eligible for employment in the United States?**  YES  NO

## 12. Applicant's Skills

List any and all skills that may be useful for the job you are seeking. Enter the number of years of experience, and circle the number which corresponds to your ability for each particular skill. (One represents poor ability, while five represents exceptional ability.)

Ability or Skill	Years of Experience	Rating
_____	_____	1 2 3 4 5
_____	_____	1 2 3 4 5

## 13. Are you able to perform the essential functions of the job position you seek, with or without reasonable accommodation? YES NO

What reasonable accommodation, if any, would you request? \_\_\_\_\_

## 14. Applicant's Education and Training

College/University Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Did you receive a degree?  YES  NO

If YES, degree(s) received: \_\_\_\_\_

High School/GED Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Did you receive a degree?  YES  NO

Other Training (graduate, technical, vocational): \_\_\_\_\_

Please indicate any current professional licenses or certificates that you hold:

\_\_\_\_\_

Awards, Honors, Special Achievements: \_\_\_\_\_

Military Service:  YES  NO

Branch: \_\_\_\_\_ Specialized Training: \_\_\_\_\_

## 15. Have you ever been convicted of a felony or misdemeanor?

YES I was convicted of \_\_\_\_\_ on \_\_\_\_\_ (date)  
in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

NO

(please check applicable box and fill in all blanks)

*THE EXISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT UNLESS RELEVANT TO THE TYPE OF EMPLOYMENT.*

## 16. Applicant Employment History

List your current or most recent employment first. Please list all jobs (including self-employment and military service) which you have held, beginning with the most recent, and list and explain any gaps in employment. If additional space is needed, continue on the back page of this application.

Company: \_\_\_\_\_ Employer Name: \_\_\_\_\_

Phone: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Dates of Employment (Month/Year): \_\_\_\_\_

Company: \_\_\_\_\_ Employer Name: \_\_\_\_\_

Phone: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Dates of Employment (Month/Year): \_\_\_\_\_

Company: \_\_\_\_\_ Employer Name: \_\_\_\_\_

Phone: \_\_\_\_\_ City/State/ZIP: \_\_\_\_\_

Job Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Dates of Employment (Month/Year): \_\_\_\_\_

## 17. References

List three professional references (i.e. boss, supervisor, leadership):

Name: \_\_\_\_\_ Company: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Length of time known (years): \_\_\_\_\_

Name: \_\_\_\_\_ Company: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Length of time known (years): \_\_\_\_\_

Name: \_\_\_\_\_ Company: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_ Length of time known (years): \_\_\_\_\_

**18. Please provide any other information that you believe should be considered, including whether you are bound by any agreement with any current employer:**

\_\_\_\_\_  
\_\_\_\_\_