DEALER'S AUTO AUCTION OF OKLAHOMA CITY, INC.

APPLICATION FOR EMPLOYMENT

Dealer's Auto Auction is an Equal Opportunity Employer and recruits, hires, trains and promotes in job titles without regard to race, color, national origin, religion, sex, physical handicap, age or status as a disabled veteran or veteran of Vietnam era, except where sex or age is a bona fide occupational qualification.

Please complete the following information truthfully and as accurately as possible. Any misstatement or omission of fact may result in disqualification for employment.

PERSONAL **Date**

Last Name	First	Middle	Social Security #

Street Address

City	State	Zip Code	Phone Number

Have you ever been employed by Dealer's Auto Auction of OKC, Inc.?

____Yes ____No

If yes, when? Your reason for leaving?

Position Desired Pay Expected

Type of work: Will you work overtime?

____Full Time ____ Part Time ____Yes ____No

Will you work any shift ___Yes___ No if no, what hours can you work? _____

As an employer, DAA is required to verify your identity and legal right to work in the U.S. A photo driver's license and Social Security card are the most commonly used documents; however, other documents can be used. Can you provide documentation verifying your legal right to work in the United States?

___ Yes ___ No When are you available to start work?

State names of friends and relatives working for DAA of OKC Inc., and your relation.

_____

Are you at least 18 years of age? ___ Yes ___ No

Have you been charged or convicted of a misdemeanor or felony. ___ Yes ___ No.

If yes, what was it and when did the violation(s) occur?

_____
_____
_____
_____
_____

Did you serve in the U.S. Armed Forces? ___Yes ___ No Branch: _____

Dates of Active Duty Service: From _____ to _____ Rank at End of Service:_____

Type of Discharge: _____

Employment History: Please give an accurate and complete record. Begin with your present or most recent employer. If needed, please attach additional sheets.

Company Name:	Telephone:
Location:	Employment Dates:
Supervisor's Name:	Pay Rate:
Job title and responsibilities:	Reason for leaving: May we contact? ___Yes ___ No

Company Name:	Telephone:
Location:	Employment Dates:
Supervisor's Name:	Weekly pay:
Job Title and Responsibilities:	Reason for leaving: May we contact? ___Yes ___ No

Company Name:	Telephone:
Location:	Employment Dates:
Supervisor's Name:	Weekly pay:
Job Title and Responsibilities:	Reason for leaving: May we contact? ___Yes ___ No

Education

School	Name and Location	Course of Study	#Yrs Completed	Degree
High School				
Business/ Trade/ Tech				
College				
Grad. School				

Language Skills: Fluent in _____ English _____ Spanish _____ Other

Oklahoma Driver's License: _____ Class D _____ Commercial _____ Other

Any moving traffic violations? _____ Yes _____ No If yes, when did the violation(s) occur?_____

Explain the violation:_____

_____

Other specific skills and/ or training:_____

_____

References:

Name & Address	Phone Number	Personal or Professional
Name & Address	Phone Number	Personal or Professional
Name & Address	Phone Number	Personal or Professional

I authorize Dealer's Auto Auction of OKC to verify all of the information contained herein by contacting my previous employers and investigative agencies. I understand that an offer of employment is conditional of the satisfactory completion of reference checks, physical examinations and drug screening test if required. Acceptance of an offer of employment does not guarantee future employment.

I understand that any falsification, misrepresentation, or omission of information required on the application for employment, is grounds for withdrawing the offer of employment or termination if already employed.

_____ _____

Signature Date

Dealers Auto Auction of OKC
Background Check Form

All information will be kept strictly confidential.

Name: _____
First Middle Last

Address: _____
Street City State Zip

Maiden Name or Other Names Used: _____

Date of Birth: _____

Social Security #: _____

Have you ever been arrested or convicted for any criminal offense excluding minor traffic violations? ____ Yes ____ No

Have you ever been accused, arrested, or convicted of abuse or sexually related crimes? ____Yes ____ No

Is there anything in your life-style or background that would call into question your ability to perform any aspects of this job? ____Yes _____No

If you answered yes to any of these questions, please explain:

_____
_____
_____
_____

Please note: Answering "yes" to any of these questions does not automatically disqualify you. Please use the spaces provided to explain the circumstances.

I hereby authorize Dealers Auto Auction of OKC to make an independent investigation of my background and criminal or police records. I release Dealers Auto Auction of OKC, and any person or entity which provides information pursuant to this authorization, from any and all liabilities, claims or lawsuits in regards to the information obtained from any and all of the above sources. The information contained in this application Is correct to the best of my knowledge. I understand that any omission of material fact on this application may be grounds for rejection of the application.

Signature_____ Date _____

Please write any questions or comments you have on the back of this sheet.

11/2016