

-----**Personal Data**-----

Position Applying For:

Name:

Social Security Number:

Date of Birth:

Telephone Number:

	Address	How long? (years, months)
Present		
Previous		

Why are you interested in working in the automotive retailing industry?

Please list any special skills or certifications you may have that relate to the position applied for:

Have you had held any previous positions/or gained experience that would be helpful to the position that you are applying for?

Do you have a reliable means of transportation to travel to and from work which will allow you to consistently arrive at work on time? Yes No

Do you have a valid Driver's License? Yes No

License #	State	Exp Date

Have you been cited for a traffic violation of any kind within the last FIVE years?
Yes No If yes, please give date and details:

Are you capable of satisfactorily performing the essential job duties required of the position for which you are applying? Yes No

Military Service? Yes No

Dates of Service:

Present membership in National Guard or Reserves? Yes No

Since dealerships are often open evenings and weekends, are you available and willing to work those hours? Yes No

Have you ever pled guilty or 'no contest' to a crime or been convicted of a crime? Yes No
If yes, please give date and details:

-----Education-----

	Name & Location	Subject/Degree	# Years Completed
High School			
College			
Business			
Trade/Vocational			

-----Employment History-----

Name of Present/Last Employer	
Employed from (mo/yr)	
Starting Pay / Final Pay	\$
Title/Position	
Name of Supervisor	
Reason for Leaving	
Telephone	
Address	

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Employed from (mo/yr)	
Starting Pay / Final Pay	\$
Title/Position	
Name of Supervisor	
Reason for Leaving	
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Name of Supervisor	
Reason for Leaving	
Telephone	
Address	

Have you ever been terminated or asked to resign from any job? Yes No
 If yes, please explain:

Please explain fully any gaps in your employment history.

May we contact your current employer? Yes No
 If no, please explain:

-----**Character References**-----

List people who know you well, not previous employers or relatives

Name	Occupation	Address	Telephone	Years Known