

PENNY LEE TRUCKING, INC

APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability that does not prohibit performance of essential job functions.

Date: _____

Personal Information

Name: Last First Middle

Present Address

Permanent Address (if different than above)

Driver License # _____ Emergency # _____

Social Security # _____ Telephone# _____

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

POSITION APPLIED FOR: _____

Class A CDL Yes _____ No _____ Date of Birth _____

Is there any information we would need about your name or use of another name for us to be able to check your work record? Please specify.

Do you have any relatives who are presently (or have formerly been) employed by PENNY LEE TRUCKING, INC.?

How were you referred to PENNY LEE TRUCKING, INC.? _____

Have you ever been convicted of a felony? Yes _____ No _____ If yes, Please explain:

Educational History

	School Name/Location	Years Completed	Degree/Diploma
Elem/Jr. High	_____	_____	_____
High School	_____	_____	_____
College	_____	_____	_____
Tech. Training	_____	_____	_____
Other	_____	_____	_____

Employment History

1. _____
 Company Name (Current or Most Recent Employer) _____
 Address _____
 Manager/Supervisor _____
 Reason for Leaving _____

Position Held _____
 Dates Employed: _____
 From _____ To _____
 Telephone _____ Wage / Salary _____

2. _____
 Company Name _____
 Address _____
 Manager/Supervisor _____
 Reason for Leaving _____

Position Held _____
 Dates Employed: _____
 From _____ To _____
 Telephone _____ Wage / Salary _____

3. _____
 Company Name _____
 Address _____
 Manager/Supervisor _____
 Reason for Leaving _____

Position Held _____
 Dates Employed: _____
 From _____ To _____
 Telephone _____ Wage / Salary _____

Note: Use a separate sheet to list additional employers, if necessary. We will contact all of the employers listed on this application unless you specifically exclude them below. Please list any employers you do not want us to contact any your reason for the exclusion:

 (Employer's Name) _____ Reason _____

 (Employer's Name) _____ Reason _____

Driving Experience: Please check the box you have experience in.

- | | |
|------------------------------|-----------------------------|
| Dump Truck and Trailer _____ | Water Truck _____ |
| Transfer Truck _____ | Sweeper Truck _____ |
| Flat Bed _____ | Equipment Operator _____ |
| Lowboy _____ | Dispatcher _____ |
| Belly Dump _____ | Forman/Superintendent _____ |
| Concrete Tub _____ | Estimator _____ |
| Debris Tub _____ | |

Mechanical Experience Please check the box you have experience in.

Drive Line Components _____

Diesel Engine Tune up and Rebuild _____

Gas Engine Tune up and Rebuild _____

Tire Service _____

Trailer Repair _____

Air-Conditioning _____

Diesel Injection Systems _____

Oxyacetylene Welder _____

Exhaust System _____

Body Work _____

Electrical Repair _____

Frame & Wheel Alignment _____

Brakes _____

Cooling System _____

Inspections _____

Electric Welder _____

Paint Spray Gun _____

Greasing Servicing _____

List Special Certifications: _____

Work Availability

1. If your application receives favorable consideration, when will you be available to begin work? _____
2. Do you have any objection to working overtime? () Yes () No
3. Can you work overtime without prior notice? () Yes () No
4. Can you work on Saturday? () Yes () No
5. Can you work on Sunday? () Yes () No
6. Can you travel if required by this position? () Yes () No

Salary / Hourly Rate Requirements

If your application receives favorable consideration, what salary / hourly rate would you require?

\$ _____ per _____

From: PENNY LEE TRUCKING, INC.

Request for information from previous employer

To: _____

Date: _____

Dear Sir or Madam:

_____ has made application to PENNY LEE TRUCKING, INC. for a position as a truck driver and states he/she was employed or contracted by you as a driver from _____ to _____. As required by DOT Reg 391.23, we must inquire about all drivers applicants past employment records. Will you please reply to the questions below concerning this applicant? Your answers will be confidential and the applicant has signed a release at the bottom of this page for your files. A self-addressed, stamped envelope is enclosed for your convenience.

Social Security # _____ Sincerely, _____

1. Are the dates the applicant was employed or contracted to your company correct? _____
2. What type of equipment did the driver operate? _____
3. Accident record: How many preventable? _____ How many non-preventable? _____
4. If your company has a safe driving award program, list any awards won by this driver: _____
5. Did the driver have any log book hours of service violations? _____ If yes, explain _____
6. How did the driver maintain your equipment _____
7. Was the driver laid off? _____ Discharged? _____ Resigned? _____
8. Is this driver eligible for rehire? _____ if no, please explain _____
9. Release alcohol and controlled substance test information as required by DOT 382.413:
During the last two year, did the driver listed above:
 - A. Have an alcohol test with a concentration result of 0.04 or above?
_____ Yes _____ No
 - B. Have a positive controlled substance? _____ Yes _____ No
 - C. Refuse to be tested for alcohol or controlled substances? _____ Yes _____ No

10. Additional comments:

Date: _____ For _____

By: _____
(Signature of Person supplying information)

You are hereby authorized to give PENNY LEE TRUCKING, INC. all information regarding my services, character and conduct while in your employment, and you are released from any and all liability, which may result from furnishing such information.

Witness: _____ Signed: _____