



## WELCOME TO WALLWORK

*Corporate Mission: To utilize the tremendous potential of our employees to consistently meet and exceed our customer and vendor expectations.*

*The Wallwork brand began in 1921 when W.W. Wallwork Sr. opened Moorhead Motor Company in Moorhead, MN. In the late 1960's, Kenworth partnered with Wallwork which gave birth to Wallwork Truck Center, who's parent company is W.W. Wallwork Inc. Wallwork Inc. has grown to include; Wallwork Financial Corporation, Northwest Truck & Trailer, Valley Imports, Valley Reconditioning, Advanced Auto Body & Glass, and Fargo Trailer Center.*

**We look forward to reviewing your application! Please fill out the following information:**

### PERSONAL INFORMATION

FIRST NAME	MIDDLE INITIAL	LAST NAME	DATE
ADDRESS		CITY	STATE ZIP CODE
HOME PHONE	CELL PHONE	EMAIL ADDRESS	
ARE YOU OVER THE AGE OF 18? YES NO	ARE YOU LEGALLY AUTHORIZED TO WORK IN THE US? YES NO	DO YOU HOLD A VALID DRIVER'S LICENSE? YES NO DRIVER'S LICENSE NUMBER & STATE: _____	
<p>Have you ever been convicted of a criminal offense that has not been expunged, restricted, or sealed by a judge? <span style="float: right;"><b>YES</b>      <b>NO</b></span></p> <p><i>Convicted</i> means you were declared guilty by a judge or you pleaded guilty in court. A conviction may have even taken place if you did not pay a fine or spend time in jail or in prison. A conviction could have been either a misdemeanor or a felony. Certain traffic offenses rise to the level of a misdemeanor or felony and must be declared; examples include but not limited to, driving under the influence, driving on a suspended license, reckless driving, leaving the scene of an accident, and vehicular homicide. A criminal investigation is done on each new employee and employment with us is conditional, subject to the findings of the report. Answering yes to this question does not automatically disqualify you for employment; however, information obtained from the investigation will be used in the employment review process. <b>If yes, you must disclose for each offense: date, charge, city, state, and disposition:</b></p> <p>_____</p> <p>_____</p>			



# Wallwork Inc.™

## EMPLOYMENT INFORMATION

What position are you seeking? \_\_\_\_\_

What type of work will you accept? (Circle all that apply)    **FULL TIME**    **PART TIME**    **TEMPORARY**    **SEASONAL**    **DAYS**    **EVENINGS**    **WEEKENDS**

Have you ever worked for W.W. Wallwork Inc. and/or its subsidiary companies?    **YES**    **NO**    If yes, your name (if different), date started and left, position, and

Location: \_\_\_\_\_

Starting wage request: \_\_\_\_\_

Date you can begin employment: \_\_\_\_\_

## REFERRAL SOURCE (please circle)

EMPLOYEE REFERRAL (Name) \_\_\_\_\_

**BISMAN ONLINE**

**COLLEGE WEBSITE**

**COMPANY WEBSITE**

**FACEBOOK**

**JOB FAIR**

**STAFFING AGENCY**

**JOB SERVICE**

**INDEED**

**GOOGLE**

**LINKEDIN**

**WALK-IN**

**ZIPRECRUITER**

**OTHER** \_\_\_\_\_

## EDUCATIONAL INFORMATION

HIGH SCHOOL OR GED	LAST YEAR COMPLETED	DID YOU GRADUATE	DEGREE / CERTIFICATE
UNIVERSITY OR COLLEGE	LAST YEAR COMPLETED	DID YOU GRADUATE	DEGREE / CERTIFICATE
OTHER	LAST YEAR COMPLETED	DID YOU GRADUATE	DEGREE / CERTIFICATE

## MILITARY INFORMATION

MILITARY CLASSIFICATION (CURRENT)	HAVE YOU SERVED IN THE ARMED FORCES?	DATE ENTERED	DATE SEPERATED
SPECIAL SKILLS OR TRAINING / TYPE OF WORK PERFORMED			



# Wallwork Inc.™

## CURRENT EMPLOYER

EMPLOYERS NAME		POSITION TITLE		
NAME & TITLE OF SUPERVISOR		EMPLOYER PHONE NUMBER		
EMPLOYER ADDRESS		CITY	STATE	ZIP CODE
START DATE (MM/YY)	END DATE (MM/YY)	BEGINNING SALARY	ENDING SALARY	REASON FOR LEAVING: _____ _____
		\$	\$	

## PREVIOUS EMPLOYER

EMPLOYERS NAME		POSITION TITLE		
NAME & TITLE OF SUPERVISOR		EMPLOYER PHONE NUMBER		
EMPLOYER ADDRESS		CITY	STATE	ZIP CODE
START DATE (MM/YY)	END DATE (MM/YY)	BEGINNING SALARY	ENDING SALARY	REASON FOR LEAVING: _____ _____
		\$	\$	



# Wallwork Inc.™

## PREVIOUS EMPLOYER

EMPLOYERS NAME		POSITION TITLE		
NAME & TITLE OF SUPERVISOR		EMPLOYER PHONE NUMBER		
EMPLOYER ADDRESS		CITY	STATE	ZIP CODE
START DATE (MM/YY)	END DATE (MM/YY)	BEGINNING SALARY	ENDING SALARY	REASON FOR LEAVING: _____ _____
		\$	\$	

## SKILLS

List any special skills such as machinery or equipment operated, computer software, etc. you might have experience; for example:

Forklift      Pallet Jack      Microsoft Office      Other: \_\_\_\_\_

List any training/certifications: \_\_\_\_\_

Class Endorsements: \_\_\_\_\_ Medical Certification Card/ Exp. Date \_\_\_\_\_

## ADDITIONAL INFORMATION

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# Wallwork Inc.™

## APPLICANT STATEMENT

**PLEASE READ CAREFULLY. If you have any questions regarding this statement, please discuss it with Human Resources before signing.**

I certify the information contained in this application, and accompanying resume, if any, is true and complete to the best of my knowledge and understand falsification, misrepresentation and/or omission of information is grounds for refusal to hire, or if hired, termination of employment regardless of date of discovery. I authorize any of the persons or organizations referenced in this application to provide W.W. Wallwork, Inc. and all information concerning my previous employment, education or any other information they may have in regard to any of the subjects covered by this application. I release W. W. Wallwork, Inc. and all such parties from all liability for any damages which may result from furnishing such information.

I understand and agree employment is contingent upon satisfactory results of various pre-employment checks which could include, but are not limited to references, criminal background and motor vehicle report checks. Any individual applying for employment in a position is covered by W.W. Wallwork Inc.'s drug and alcohol policy will be required to complete pre-employment testing prior to the company extending an unconditional offer of employment.

In the event of my employment, I agree to conform to the policies, rules, regulations and performance standards of W.W. Wallwork, Inc I understand W. W. Wallwork, Inc.'s review of this application does not imply I will be interviewed or employed. I understand if hired, the first 90 days of employment are considered an introductory period.

I understand neither this employment application nor any other written or oral communication made during the hiring process or thereafter creates any guarantee or contract of continued employment. I understand my employment will at all times be "employment-at-will" and can be terminated at any time, for any reason, with or without cause or notice, at the option of either W.W. Wallwork, Inc. or myself, if hired. I understand no attempt to modify or alter my "employment-at-will" status shall be valid and binding.

W.W. Wallwork Inc. is an equal opportunity employer and complies fully with all federal, state, and local employment laws and will provide equal employment and advancement opportunities for all persons regardless of race, color, creed, religion, national origin, gender, sexual orientation, age, the presence of any mental or physical disability, status with regard to public assistance or marriage, or any other category protected by federal, state or local law.

I certify I have read, fully understand and accept all terms of the applicant statement. I understand if offered employment, my employment is contingent upon completing and passing all aspects of the pre-employment screening process.

**Applicants Signature:** \_\_\_\_\_

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