



# CAREER APPLICATION

Casey's General Stores is an Equal Opportunity Employer

Date of Application \_\_\_\_\_ Position Applied For \_\_\_\_\_

Referral Source:  Advertisement  Walk-in  Web Site  Job Line  Casey's Employee

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_ / \_\_\_\_ / \_\_\_\_

FIRST MI LAST

Address \_\_\_\_\_

NUMBER & STREET CITY STATE ZIP CODE

Telephone Numbers: Day (\_\_\_\_) - \_\_\_\_\_ Evening (\_\_\_\_) - \_\_\_\_\_

Are you at least 16 years of age?  Yes  No 18 years of age?  Yes  No 21 years of age?  Yes  No

Are you able to perform the essential functions of the job for which you applied with or without reasonable accommodations?  Yes  No

Have you ever been employed with Casey's?  Yes  No

If yes, give dates: From \_\_\_\_\_ To \_\_\_\_\_ Location(s) \_\_\_\_\_

If your name has changed since you were last employed, please provide your former name: \_\_\_\_\_

Do you have any relatives currently working for Casey's?  Yes  No

If yes, give name, location and position: \_\_\_\_\_

Are you available to work...  Full-time  Part-time

Are you available to work...  Yes  No

Please specify the hours you are available:

Weekdays: \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm • Nights  Yes  No

Weekends: \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm • Days  Yes  No

• Weekends  Yes  No

• Holidays  Yes  No

On what date would you be available to begin work? \_\_\_\_\_

Can you travel if a job requires it?  Yes  No

Have you ever been convicted of a crime other than a routine traffic violation?  Yes  No

(Conviction will not necessarily disqualify applicant from employment.)

(Applicants in the state of Illinois are not obligated to disclose sealed or expunged records of conviction.)

If yes, complete the following:  Felony  Misdemeanor

Provide dates and circumstances: \_\_\_\_\_

## EDUCATION

	Please print name, city & state for each school listed	Did you graduate? (Circle one)	Diploma / Degree
HIGH SCHOOL		YES NO	
COLLEGE		YES NO	
OTHER		YES NO	

# *SPECIAL SKILLS AND QUALIFICATIONS*

List equipment, machinery, special skills and qualifications acquired from past employment experience.

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List applicable professional or technical licenses or certifications relative to the position for which you are applying.

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## *EMPLOYMENT EXPERIENCE*

Start with your present or most recent job. Include military service assignments.

1. Past Employer	Job Title	Employment Dates FROM:                      TO:
	Supervisor	Wage/Salary START:                      FINAL:
Address	Duties and Responsibilities	
Telephone Numbers (     )     - (     )     -	Reason for Leaving	

2. Past Employer	Job Title	Employment Dates FROM:                      TO:
	Supervisor	Wage/Salary START:                      FINAL:
Address	Duties and Responsibilities	
Telephone Numbers (     )     - (     )     -	Reason for Leaving	

3. Past Employer	Job Title	Employment Dates FROM:                      TO:
	Supervisor	Wage/Salary START:                      FINAL:
Address	Duties and Responsibilities	
Telephone Numbers (     )     - (     )     -	Reason for Leaving	

4. Past Employer	Job Title	Employment Dates FROM:                      TO:
	Supervisor	Wage/Salary START:                      FINAL:
Address	Duties and Responsibilities	
Telephone Numbers (     )     - (     )     -	Reason for Leaving	

# CAREER APPLICATION

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed six months. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of the employer.

I understand that some positions with Casey's require a pre-employment physical, drug test, and comprehensive criminal background screening. If required, you will be informed prior to employment. I also understand that some positions require the examination of driving records prior to employment.

In the event of employment, I understand that I must complete the Employment Eligibility Verification Form I-9 by the end of the first day of employment and present required documentation establishing identity and employment eligibility by the end of the third day of employment.

I understand that if hired by Casey's my employment is **at will** and may be severed by either party at any time with or without cause. I understand that neither this document nor an offer of employment from Casey's constitute an employment contract unless a specific document to that affect is executed by the employer and employee in writing.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## REFERENCE CHECK

Hiring Manager, be sure to record the following information obtained from the reference call.

1.

Company Contacted	Person Contacted	Date of Contact
Dates of Employment From:                      To:	Position Held	Wage / Salary

Would you rehire?     Yes     No

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

Reference check performed by \_\_\_\_\_ Title \_\_\_\_\_

2.

Company Contacted	Person Contacted	Date of Contact
Dates of Employment From:                      To:	Position Held	Wage / Salary

Would you rehire?     Yes     No

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

Reference check performed by \_\_\_\_\_ Title \_\_\_\_\_

3.

Company Contacted	Person Contacted	Date of Contact
Dates of Employment From:                      To:	Position Held	Wage / Salary

Would you rehire?     Yes     No

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

Reference check performed by \_\_\_\_\_ Title \_\_\_\_\_