



# SuperNova International

1709 Thompson St. #311  
Lansing, MI 48906  
800-499-2481

1282 Thirteen Forks Rd.  
Dewy Rose, Georgia  
866-786-6355

## Applicant Information *Please Print*

Last:	First:	M.I.	DOB:
Street:	City:	State:	Zip:
Phone:	E-Mail Address:	Social Security Number:	
Date Available:	Position Applied for:		
Employment desired:	<input type="checkbox"/> FULL TIME ONLY	<input type="checkbox"/> PART TIME ONLY	<input type="checkbox"/> FULL OR PART TIME
Emergency Contact:	Phone:		

Do you have a driver's license? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Driver's License number:	Expiration Date:	State of issue:	
<input type="checkbox"/> Operator	<input type="checkbox"/> Commercial (CDL)	<input type="checkbox"/> Chauffeur	
Have you had any accidents in the past three years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	How many?	_____
Have you had any moving violations in the last three years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	How many?	_____

Have you every applied to or worked for Supernova International before?  YES  NO

If yes, when? \_\_\_\_\_

Do you have any friends or relatives working for Supernova International Inc.?  YES  NO

If yes, state name and relationship: \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work?  YES  NO

If hired, are you able to work weekends, evenings, overtime and travel overnight?  YES  NO

If hired, are you willing to submit to and pass a controlled substance test?  YES  NO

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?  YES  NO

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodations?  YES  NO

If no, describe the functions that cannot be performed:

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## Education, Training and Experience

	School Name	City	State	Number of Yrs. Completed	Degree Earned	Did You Graduate?
High School						
College/University						
Vocational School						

Do you speak, write or understand any foreign languages?

YES

NO

If yes, which languages and how fluent are you? \_\_\_\_\_

Please list any other experience, training, qualifications, or skills which you feel should be brought to our attention, in the case that they make you especially suited for working with us:

## Employment History

List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

Employer	Pay or Salary	Work performed
	Start	
Address	Finish	Reason for Leaving
Phone		May we contact?:
Dates employed		

Employer	Pay or Salary	Work performed
	Start	
Address	Finish	Reason for Leaving
Phone		May we contact?:
Dates employed		

Employer	Pay or Salary	Work performed
	Start	
Address	Finish	Reason for Leaving
Phone		May we contact?:
Dates employed		

Note: Attach additional page(s) if necessary.

## Business References

List below three persons not related to you who have knowledge of your work performance within the last three

Name	Occupation	Phone	Relationship

## Military

Branch: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_

If other than honorable, please explain:

*(Note: We comply with the ADA and consider reasonable accommodations measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, skill and/or agility test.)*

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)?

Yes

No

If yes, state nature of the crime(s), when and where convicted, and disposition of the case: \_\_\_\_\_

*(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, dated of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)*

Please Read Carefully, Initial Each Paragraph and Sign Below.

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and

all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arise out of or in any way related to such investigation or disclosure.

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REFERENCE CHECK RELEASE FORM**

I authorize Supernova International Inc. to conduct a reference check with my present and /or previous employer(s). This also serves to authorize my present and/or previous employer(s) to provide reference information to Supernova International Inc. as it is requested. I understand that reference information may include, but not be limited to, verbal and written inquiries or information about my employment performance, professional demeanor and character, rehire potential, dates of employment, salary and employment history. By providing such authorization, I understand and agree that I release Supernova International Inc., and its employees and agents, from any and all claims or potential claims I may have regarding any and all information released to or by Supernova International Inc. and regarding any employment decisions made about me on the basis of such information.

**EEO POLICY STATEMENT**

SuperNova Intl provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws. SuperNova Intl complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

SuperNova Intl expressly prohibits any form of unlawful employee harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of SuperNova Intl employees to perform their expected job duties is absolutely not tolerated.

Signature: \_\_\_\_\_

Print your name: \_\_\_\_\_

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