



Bamforth Automotive, Inc.
d.b.a. Bamforth Marine
(An Equal Opportunity Employer, M/F/H)
Employment Application
(revised March 2009)

163 Orion St
Brunswick, Maine 04011

Tel: (207) 729-3303
Fax: (207) 729-0027

Date of Application	Position Applied for
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Last Name	First	M.I.	Social Security Number / /
Street Address	Town	State	Zip Code
Home Phone #	Work Phone #	Cell Phone #	
Email Address			

Only U.S. citizens or aliens who have a legal right to work and remain permanently in the U.S. are eligible for employment. Can you, after employment, submit verification of your legal right to work in the United States? ☐ Yes ☐ No

Are you at least 18 years of age? ☐ Yes ☐ No

Are you willing to work Saturdays? ☐ Yes ☐ No Are you willing to work overtime? ☐ Yes ☐ No

Do you have a current Maine Driver's License? ☐ Yes ☐ No

Have you filed an application here before? ☐ Yes ☐ No If Yes, give date _____

Have you ever been employed here before? ☐ Yes ☐ No If Yes, give date _____

Are you employed now? ☐ Yes ☐ No May we contact your present employer? ☐ Yes ☐ No

On what date would you be available for work? _____

Are you available to work ☐ Full Time ☐ Part-Time ☐ Temporary

Are you on a lay-off and subject to recall? ☐ Yes ☐ No

Education and Training

Circle Last Yr. Completed	Name and Location	Semester Hours	Quarter Hours	Major	Minor	Year Of Degree	Type Degree
High School 1 2 3 4							
College or University 1 2 3 4							
Grad School 1 2 3 4							
Prof School 1 2 3 4							
Other 1 2 3 4							

Special Licenses

Name of License, Registration or Certification	License Number	State of Issue	Expiration Date

Special Skills and Qualifications

Summarize special skills and qualifications acquired from employment or other experiences.

Important instructions for Completing Employment History

This portion must be accurate and complete. APPLICATIONS LACKING SUFFICIENT INFORMATION WILL BE REJECTED. List your entire work history including part-time, temporary and volunteer jobs. List jobs in reverse order, starting with your present or last job. List each promotion as a separate job. To evaluate your qualifications we must have accurate and complete information on previous job tasks and levels of responsibility. Be thorough and specific in the detailing of duties. SPECIAL NOTE: If additional space is needed, attach separate sheets.

Employer #1	From (MO. & YR.) To:
Complete Address	Last Weekly Pay \$
Your Title	Hours/Week
Duties	Supervisor's Name & Title
Reason for leaving:	Number & Titles of Employees You Supervised
Employer #2	From (MO. & YR.) To:
Complete Address	Last Weekly Pay \$
Your Title	Hours/Week
Duties	Supervisor's Name & Title
Reason for leaving:	Number & Titles of Employees You Supervised

Employer #3	From (MO. & YR.) To: _____
Complete Address	Last Weekly Pay \$ _____
Your Title	Hours/Week _____
Duties	Supervisor's Name & Title
	Number & Titles of Employees You Supervised
Reason for leaving:	
Employer #4	From (MO. & YR.) To: _____
Complete Address	Last Weekly Pay \$ _____
Your Title	Hours/Week _____
Duties	Supervisor's Name & Title
	Number & Titles of Employees You Supervised
Reason for leaving:	
Employer #5	From (MO. & YR.) To: _____
Complete Address	Last Weekly Pay \$ _____
Your Title	Hours/Week _____
Duties	Supervisor's Name & Title
	Number & Titles of Employees You Supervised
Reason for leaving:	

References	
Give name, address and telephone number of three references who are not related to you and are not previous employers:	
Name	_____
Address	_____
Phone(s)	_____
Name	_____
Address	_____
Phone(s)	_____
Name	_____
Address	_____
Phone(s)	_____

Bamforth Marine conducts background checks.

Have you been convicted of a felony within the last 7 years? ☐ Yes ☐ No

INCLUDE: Any military court martial and any guilty pleas.

DO NOT INCLUDE any conviction(s) occurring before your 18th birthday, or traffic violation(s), unless the conviction was for operating a vehicle under the influence (OUI) or resulted in your driver license being suspended.

If yes, please list: Offense(s)

Date of Conviction(s)

_____	_____
_____	_____
_____	_____
_____	_____

Not all conviction(s) will automatically disqualify you from employment but will be considered in relation to specific job requirements. Omission or misrepresentation of this information will result in employment ineligibility.

Please read and sign the following statement: I certify, under penalty of law, that the information given in this application is correct and complete to the best of my knowledge. I am aware that, should an investigation at any time show falsification, I will not be considered for employment or, if employed, I may be dismissed. I authorize Bamforth Automotive, Inc. or its assignee to receive my academic records or other material pertinent to my qualifications, and further authorize and request each former employer, person given as reference, educational institution or organization (including law enforcement agencies) to provide all information that may be sought in connection with my application. I understand and agree that I will be required to ratify the information contained in this application by signature as a condition of employment.

Signature _____ Date _____

Filling of Vacancies

RESUMES: The information submitted on this application will be the basis for evaluating an applicant's training and experience. A resume may be used to supplement this information but not to replace any of the required information.

COPIES OF THE APPLICATION: Please retain a copy of your application before it is submitted to Bamforth Automotive, Inc.

PROOF: With this application, furnish required proof of military service, education, training, registration, certification or licensing. Legible duplicates of licenses, registrations, certifications, diplomas, transcripts and related documents are accepted.

VERIFICATION OF WORK EXPERIENCE, EDUCATION AND TRAINING: Reference checks will be completed by Bamforth Automotive, Inc. before selection. The agency may also verify registrations, certifications, licensing, education or training.

APPLICANT INFORMATION SURVEY

INSTRUCTIONS TO THE APPLICANT: Bamforth Automotive, Inc. is an Equal Opportunity Employer. The information solicited on this page is being compiled by the Maine Bureau of Human Resources to comply with Federal record-keeping regulations and EEO/Affirmative Action requirements. **You are not required to furnish this information**, but your cooperation is encouraged. The information on this form is CONFIDENTIAL. The page will be removed from your application prior to review and destroyed after data compilation.

RACIAL/ETHNIC DEFINITIONS

0. WHITE (not of Hispanic Origin): All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

1. BLACK (not Hispanic Origin): All persons having origins in any of the Black racial groups of Africa.

2. HISPANIC: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

3. ASIAN OR PACIFIC ISLANDERS: All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

4. AMERICAN INDIAN OR ALASKAN NATIVE: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

5. OTHER

☐ 1. I have read the paragraph above and do not wish to provide the information.

-- -- 2. Enter your date of birth
(month) (day) (year)

☐ 3. Enter your racial/ethnic group code number
(refer to definitions at left)

☐ 4. What is your sex? A. Female B. Male

DEFINITIONS OF VETERANS SUBJECT TO EEO/AFFIRMATIVE ACTION REGULATIONS:

(The requirements are different from State Veterans Preference)

VIETNAM ERA VETERAN: One who served on active duty for more than 90 days, any part of which occurred between August 5, 1964 and July 7, 1975 and was discharged or released other than a dishonorable discharge, or was discharged or released from active duty for a service-connected disability if any part of such active duty was performed between August 5, 1964 and July 7, 1975.

DISABLED VETERAN: A person entitled to disability compensation under laws administered by the Veterans Administration for a disability rated at 30 per cent or more, or a person whose release from active duty was for a disability incurred or aggravated in the line of duty.

**PLEASE PLACE AN X IN ALL BOXES WHICH APPLY TO YOU
(refer to definitions at left)**

☐ 5. Vietnam Era Veteran

☐ 6. Disabled Veteran

DEFINITION FOR DISABILITY

Any person who has a physical or mental impairment which substantially limits one or more of such person's major life activities, has a record of such impairment, or is regarded as having such impairment has a disability under the Americans With Disabilities Act. Major life activities include: walking, seeing, hearing, learning, self-care, speaking, lifting, reaching, thinking performing manual tasks, breathing, working and interacting with others.

**PLEASE PLACE AN X IN ALL BOXES WHICH APPLY TO YOU
(refer to definitions at left)**

☐ 7. Have a disability as defined

☐ 8. Interview accommodations may be necessary
due to a disability

For Personnel Department Use Only

Remarks _____

Employed? ☐ Yes ☐ No Date of Employment _____

Job Title _____ Hourly Rate/Salary _____

By _____ Date _____
Name and Title