



Application

Date _____

Contact Information *Please Print*

Name _____ Phone _____

Street _____ City _____ State _____ Zip _____

Employment Questions

What position are you applying for? _____

Hours available _____ Date available to start _____

Do you have a reliable source of transportation or do you rely on others?

I do have a reliable source of transportation I rely on others

Are you willing to work weekends? YES NO

This job requires physical work in the elements of nature to include the heat, cold, and rain. Are you physically fit to perform the duties required? YES NO

Do you give B&A Property Maintenance permission to run a background check? YES NO

B&A is a drug free workplace. Would you have any issues passing a drug test? YES NO

Have you ever been charged or convicted of a felony? YES NO

If YES, Feel free to Explain under additional comments on page 3.

Are you currently on probation or parole? YES NO

If YES, Feel free to explain under additional comments on page 3.

If you are applying for a driving position, please answer the following:

To be eligible to operate a company vehicle, a valid Driver's License is required. Do you meet these requirements? YES NO Do you have a CDL? YES NO

In order to operate a company vehicle, our insurance requires an individual to be at least 25 years of age. Do you meet this requirement? YES NO

Do you have experience driving a truck **that is pulling a trailer**? YES NO

Please answer for the location which you are applying:

Are you familiar with the Conway/Little Rock Area? YES NO

Are you familiar with the Northwest Arkansas and surrounding areas? YES NO

Employment History

Name of Previous Employer _____ Phone _____

Dates of Employment _____

Reason for Leaving _____

Please List Job duties _____

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Personal References

Name Phone Relation

Name Phone Relation

Name Phone Relation

Additional Comments: If marked yes to felony charges or probation.

Pre-Interview Questionnaire

What are your key strengths?

What are your weaknesses?

What job responsibilities do you excel at?

What type of management styles frustrate you the most?

What type of management style helps to motivate you?

How does this position fit in with your long-term goals?

Where did you see our job posting?

Do you speak any other languages? _____

What is your desired rate of pay? _____



By signing below, I verify that the above information is true.

Sign _____ Date _____

DRIVER INFORMATION AND RELEASE FORM

Insured Name: _____

Address: _____

Driver Name: _____

License Number: _____

State: _____ Date of Birth: _____

Proposed Date of Hire: _____

Please indicate extent of driving responsibilities:

Full Time Driver Part Time (Backup) Driver
 Incidental Driving Only No Job Related Driving

*****PLEASE READ CAREFULLY*****

I understand by signing this form, I am giving my employer and/or my employer's insurance representatives permission to obtain my MVR and review that information pursuant to Arkansas and Federal Law.

Driver/Employee Signature _____

Date _____

Manager Use Only

Interview 1	Date: _____
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How was it conducted? Phone In-Person

Who all was present? _____

Notes:

Follow-up Interview Scheduled? Yes No

If yes, when? _____

****Request they bring Acceptable Verification Documents, as listed on page 3 of I-9, to next interview****

Interview 2	Date: _____
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How was it conducted? Phone In-Person

Who all was present? _____

Notes:

Follow-up Interview Scheduled? Yes No

If yes, when? _____

Will this individual be hired? <input type="checkbox"/> Yes <input type="checkbox"/> No
When will start date be? _____