



## Employment Application

Please fill out (electronically preferably) then email back to sender or personnel@rjmurray.com  
or fax to 518-690-4990 or mail to: 7 Northway Lane, Latham, NY 12110, Attn: HR

**Name:** \_\_\_\_\_  
Last First Middle

**Address:** \_\_\_\_\_  
Street City State Zip

**Home Phone:** \_\_\_\_\_ **Cell Number:** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_ **Social Security #** \_\_\_\_\_

**Position Applying For:** \_\_\_\_\_

### Employment History

*(Current or Most recent Employer)*

Company: \_\_\_\_\_ Position: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Dates (mm/yy - mm/yy): \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

*(Previous Employers)*

Company: \_\_\_\_\_ Position: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Dates (mm/yy - mm/yy): \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Position: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Dates (mm/yy - mm/yy): \_\_\_\_\_  
Job Duties: \_\_\_\_\_  
Supervisor's Name: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

### Educational Background

High School: \_\_\_\_\_ Graduated (Yes or No): \_\_\_\_\_  
College/Post Graduate: \_\_\_\_\_ Graduated (Yes or No): \_\_\_\_\_  
Major or Course: \_\_\_\_\_ Licenses: \_\_\_\_\_  
Degree \_\_\_\_\_ Other: \_\_\_\_\_

**Please answer the following questions:**

What date are you available to start? \_\_\_\_\_

What is your desired starting annual salary? \_\_\_\_\_

Does our position meet your career objectives? \_\_\_\_\_

Where do you see yourself in 5 years? \_\_\_\_\_

What interested you most about our job posting? \_\_\_\_\_

What is your best skill you would bring RJ Murray? \_\_\_\_\_

Have you ever been disciplined or discharged from previous employment? If yes, please explain below.

\_\_\_\_\_  
\_\_\_\_\_

May we contact your current employer? (Yes or No) \_\_\_\_\_

Are you able to work overtime hours? (Yes or No) \_\_\_\_\_

Are you able / willing to travel overnight? (Yes or No) \_\_\_\_\_

Can you work hours other than 8:00am to 5:00pm? (Yes or No) \_\_\_\_\_

Transportation to get you to and from work? (Yes or No) \_\_\_\_\_

Only IF the position you are applying for requires driving: Do you currently have a valid driver license that allows you to operate a motor vehicle in New York State? (Yes or No) \_\_\_\_\_

Please describe below your computer knowledge, programs, experience etc.  
\_\_\_\_\_  
\_\_\_\_\_

Which do you consider to be more important to a customer? Courtesy, Prompt service, or Quality Product (please answer below)

**Please read the following information carefully:**

In compliance with Federal and State equal employment opportunity laws, all qualified candidates will be considered for employment without regard to their race, creed, color, national origin, ancestry, sex, age, marital status, or the presence of non-job related medical conditions or disabilities.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.

In the event that I am employed the Company, I agree to comply with all it's rules, regulations and directives. I understand that my employment is for no stated term and is subject to termination at the will of the Company.

I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing that, if disclosed, would affect this application unfavorably. I understand that falsification; misrepresentation or omission of facts called for in this application may result in denial of employment or immediate dismissal. I hereby acknowledge that I have read, understand and consent to the above statements.

\_\_\_\_\_  
Applicant Signature - filling in your name represents signature

10/16/2024

\_\_\_\_\_  
Date

3:32 PM