



COBALT

TRUCK EQUIPMENT

EMPLOYMENT APPLICATION

PLEASE TYPE OR PRINT. Complete the entire application. You may attach a resume, but you must still complete all questions; or your application will be deemed incomplete and may not be considered. Please fill out each box (do not indicate "See Resume.")

Cobalt Truck is an Equal Opportunity Educational Institution and EEO/Affirmative Action Employer committed to excellence through diversity. Employment offers are made on the basis of qualifications and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation.

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Desired Salary	
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain
If you are under 18 years of age, can you provide proof of your eligibility to work?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

SKILLS

List any skills or certifications related to the position for which you are applying.

EQUIPMENT/MACHINERY OPERATED

COMPUTER SKILLS PC Fax 10-Key Keyboard Other: _____ Windows Excel Word Outlook

Are you capable of performing, in a reasonable manner, the activities listed in the job description for which you've applied? YES NO

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

DISCLAIMER AND SIGNATURE

I understand and acknowledge Cobalt will be checking my motor vehicle records. If rejected by Cobalt's insurance company because of past infractions, I understand I will be ineligible for hire should the position for which I am applying require driving for customer business. I certify that I have a clear driving record and should not be rejected by Cobalt's insurance company.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature _____ Date _____

DRUG/ALCOHOL TESTING

As part of my application for employment with Cobalt Truck Equipment, I consent to take a drug and/or alcohol test as part of the company's Drug Free Workplace policy.

I understand that if I test positive for the presence of illegal drugs and/or alcohol, I will not be offered employment with the company.

I understand that the collection, testing, and reporting of my specimen will be done in accordance with standard chain of custody procedures. If I am taking prescription medications, I will be afforded the opportunity to disclose that information at the time of collection.

I understand that, in the event I do not work for more than thirty days with Cobalt Truck Equipment, the cost of my test will be deducted from my final check.

I consent to the release of my test results, received from the testing laboratory by the collection facility, to management officials at Cobalt Truck Equipment and that those results will be held in confidence by them.

I have read and understand the terms of Cobalt Truck Equipment's drug/alcohol policy.

Signature _____ Date _____



EQUAL EMPLOYMENT OPPORTUNITY

Full Name: _____
Last *First* *M.I.*

Address: _____
Street Address *Apartment/Unit #*

_____ *City* *State* *ZIP Code*

Home Phone: () _____ Social Security Number: _____

Position Applied for: _____

Voluntary Information

This information is being requested in accordance with federal regulations. The information is voluntary and will not be used when considering you for employment with our company.

Racial or Ethnic Group

- American Indian/Alaskan Asian/Pacific Islander Black/African American
 Hispanic/Latino White/Caucasian Other

Gender

- Female Male

Military Service

- Pre-Vietnam Era Vietnam Era
 Post-Vietnam Era Disabled Veteran

How did you hear about this position?

- Newspaper Company Employee Professional Publication
 Job Fair Placement Office Web Site
 Other _____

Cobalt Truck Equip-Alcohol and Drugs Policy

Cobalt Truck Equipment has a strong commitment to provide a safe workplace for its employees. Consistent with that commitment, the company has adopted an alcohol and drug-free work site policy. Cobalt Truck Equipment's policy prohibits the use, sale, distribution, manufacture or possession of alcohol or drugs, drug paraphernalia, the unauthorized use of prescription drugs, or any combination thereof, on company premises, at any location at which company business is conducted including company vehicles or any private vehicle parked on company premises or work sites. The use of any legally obtained drug (prescriptions or over-the-counter medications) is also prohibited on company premises or work sites when such use adversely affects the employee's job performance or safety. In addition, this policy forbids reporting to work or working while under the influence of alcohol or drugs.

Employees who are taking prescription drugs or over-the-counter drugs that may affect their performance should discuss their situation with their supervisor before beginning work. Employees may be required to provide properly written medical authorization from a physician to work while using such authorized medications.

Any violation of this policy will result in disciplinary action up to and including termination. Cobalt Truck Equipment will use every legal means available to it to operate free from alcohol and drugs. Accordingly, where the law permits, the company reserves the right to conduct drug testing for: baseline testing, random testing purposes, pre-employment screening, specific incidents, probable cause, fitness for duty and post-accident. This list is not intended to limit the events which would require a drug test and the company reserves the right to test for alcohol and drug abuse for other lawful reasons. All specimen collection and testing will be conducted by an independent, third party certified or accredited lab and will be done according to approved collection procedures. An employee has the right to refuse to be tested. However, refusal to submit to testing when requested may result in disciplinary action, up to and including immediate termination of employment.

If an employee's initial drug test is positive, the employee will be sent home. The employee will not be allowed to return to work until the final lab results show negative. Cobalt Truck Equipment's policy is mandatory termination if the final lab results are positive for drugs. An employee may re-test at his/her own expense and apply for rehire if the results are negative. Cobalt Truck Equipment makes no promise of rehire upon negative drug test results.

When required by state or federal regulations, the Company will require its employees who are operating commercial vehicles to be tested for the presence of illegal drugs and alcohol, pursuant to CFR 39 (Subpart H) "Controlled Substance Testing."