



## EDUCATION

Check highest grade completed \_\_\_9 \_\_\_10 \_\_\_11 \_\_\_12 Graduated? \_\_\_ Yes \_\_\_ No  
 If you did not graduate high school, do you have a high school equivalency diploma? \_\_\_ Yes \_\_\_ No

Years of Post High School Education \_\_\_1 \_\_\_2 \_\_\_3 \_\_\_4 \_\_\_ More

Do you expect to return to school? \_\_\_ Yes \_\_\_ No \_\_\_ Full-Time \_\_\_ Part-Time  
 If Yes, how soon \_\_\_\_\_

## PREVIOUS WORK HISTORY (Beginning with most recent, please list your previous 3 employers)

Company Name	Telephone ( )
Address	Employed From: to:
Name & Title of Immediate Supervisor	Wages Start Final
State Job Title and Describe Your Work Duties _____ _____ _____	Shift _____ Part-Time ___ Full-Time___ Hrs per Week _____ Your name if different from current _____
Reason for leaving: _____ If currently employed may we contact your supervisor _____?	

Company Name	Telephone ( )
Address	Employed From: to:
Name & Title of Immediate Supervisor	Wages Start Final
State Job Title and Describe Your Work Duties _____ _____ _____	Shift _____ Part-Time ___ Full-Time___ Hrs per Week _____ Your name if different from current _____
Reason for leaving: _____	

**PREVIOUS WORK HISTORY cont.**

Company Name	Telephone ( )
Address	Employed From: to:
Name & Title of Immediate Supervisor	Wages Start Final
State Job Title and Describe Your Work Duties _____ _____ _____	Shift _____ Part-Time ____ Full-Time____ Hrs per Week _____ Your name if different from current _____
Reason for leaving: _____	

**OTHER EMPLOYMENT**

<u>Company Name</u>	<u>Position Held</u>	<u>FROM</u> mm/yy	<u>TO</u> mm/yy
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**Explain any periods of time, lasting 3 or more months that you were not employed:**

From/To (mm/yy to mm/yy)	Explanation
_____	_____
_____	_____
_____	_____

## ESSAY QUESTIONS:

Please provide a brief summary as to why you feel you would be the ideal candidate for this position. (List any skills, previous experience or training you may have that relates to the job you are applying for, i.e.; computer programs, office equipment, customer service training, certificates, etc.)

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List your short term and long-term goals: \_\_\_\_\_

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What do you look for in a job? \_\_\_\_\_

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What do you look for in an employer?

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What challenges have you experienced in previous jobs, and how did you face them?

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What professional achievement(s) are you most proud of, or what did you most enjoy in your previous job(s)? \_\_\_\_\_

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Why do you want to work for O'Brien Dental Lab?

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**Work References:**

**Do not use family members or friends. Do not use supervisors previously listed.** Use co-workers, business associates, or any other person who can provide information on your work history and work ethic.

Name

Home Phone

Work Phone

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Have you ever been convicted of, plead guilty or no contest to, or forfeited bail on any criminal charges?   \_\_\_No   \_\_\_Yes / if Yes, provide date(s) and state offense(s)

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

Are you currently out on bail or released on your own recognizance pending trial?   \_\_\_ No  
\_\_\_Yes / if Yes, state charges:

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

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**PLEASE READ THE FOLLOWING CAREFULLY**

The information provided in this Application, and all attached supporting documents are true, correct and complete.

I understand that any intentional misstatement, omission or falsification of facts presented on Application and supporting documents may result in my dismissal.

I understand that a background check, including criminal history and driving record, may be conducted. I hereby authorize O'Brien Dental Lab to contact former employers, supervisors, co-workers and references and will hold them harmless for any information they release.

I understand that, as a condition of employment with O'Brien Dental Lab, that I will be required to sign a Non-Compete and Confidentiality Agreement between myself and O'Brien Dental Lab, Inc.

I understand that any offer of employment is conditional upon successful completion of a drug screen. I further understand that screening tests for alcohol and illegal drug use may be required at any time during employment at O'Brien Dental Lab.

I understand that O'Brien Dental Lab is an AT WILL employer and my acceptance of an offer of employment creates no obligation upon you, the employer, to continue to employ me in the future.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**BY MY SIGNATURE BELOW, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND EACH OF THE FOLLOWING PARAGRAPHS:**

**DRUGS & ALCOHOL**

I understand that, as per policy, employment with O'Brien Dental Lab requires PRE-HIRE drug testing, and further, test results will be a prerequisite for final job offer.

O'Brien Dental Lab's Drug and Alcohol policy prohibits the possession, transfer, offering, consumption or being under the influence of any intoxicating substance (drugs or alcohol) except as authorized and prescribed by a physician (and then only if reported to your department supervisor prior to beginning work). Further, when reasonable grounds exist to believe an on-duty employee has consumed or is under the influence of alcohol or drugs, O'Brien Dental Lab may require such employee to submit to appropriate urinalysis testing. Failure to give written consent without qualification to drug and alcohol testing or failure to provide samples for such testing will be considered insubordination and will be treated the same as a positive test result, and can be grounds for immediate suspension and later termination of employment.

\_\_\_\_\_  
Signature

**EQUAL OPPORTUNITY EMPLOYER**

O'Brien dental Lab is an Equal Opportunity Employer. It is the policy of O'Brien Dental lab that all employment decisions for all applicants and employees will be made without regard to race, color, religion, sex, age, national origin, marital status, veteran status, disability or other characteristics protected under state and federal law. No Employee will be retaliated against for raising concerns under this policy.

\_\_\_\_\_  
Signature

**ANTI-HARASSMENT**

O'Brien Dental Lab will not tolerate unlawful harassment of our employees by anyone, including but not limited to co-workers, managers, supervisors, customers or other business associates. Any incident of unlawful harassment must be reported immediately to any management level employee that you are comfortable with. No employee will be retaliated against for raising concerns under this policy.

\_\_\_\_\_  
Signature

