

**AL THURMOND AGENCY, INC.**  
 14800 ST. MARY'S LANE, SUITE 235, HOUSTON, TX 77079  
 PHONE (281)679-8585 FAX (281)679-8686

**EMPLOYMENT APPLICATION**

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Last First M.I.

Address: \_\_\_\_\_  
 Street Address Apartment/Unit #  
 City State ZIP Code

Phone: \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Date Available to begin work: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you authorized to work in the U.S? Yes No

Are you at least 18 years of age? Yes No If not, employment is subject to verification of minimum age.

Have you ever applied for work at Al Thurmond Agency? Yes No If so, when? \_\_\_\_\_

Can you perform all job-related functions (as described in job description)? Yes No

Have you ever been convicted of, or been on probation or deferred adjudication for any felony or misdemeanor? Yes No  
 If yes, explain:  
 \_\_\_\_\_  
 \_\_\_\_\_

**Education**

High School: \_\_\_\_\_ Address: \_\_\_\_\_  
 Yes No  
 Rank: \_\_\_\_\_ of \_\_\_\_\_ Did you graduate?

College: \_\_\_\_\_ Address: \_\_\_\_\_  
 Yes No Degree: \_\_\_\_\_  
 Did you graduate?

Other: \_\_\_\_\_ Address: \_\_\_\_\_  
 Yes No Degree: \_\_\_\_\_  
 Did you graduate?

**An Equal Opportunity Employer**

All applicants are given equal consideration for employment without regard to race, religion, sex, national origin, color, creed, age, disability/handicap or any other category protected by federal, state, or local law.

**Previous Employment (Starting with Most Recent Job)**

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
(MM/YYYY) (MM/YYYY)

May we contact your previous supervisor for a reference? Yes No Phone: (\_\_\_\_) \_\_\_\_\_

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
(MM/YYYY) (MM/YYYY)

May we contact your previous supervisor for a reference? Yes No Phone: (\_\_\_\_) \_\_\_\_\_

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
(MM/YYYY) (MM/YYYY)

May we contact your previous supervisor for a reference? Yes No Phone: (\_\_\_\_) \_\_\_\_\_

Company: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
(MM/YYYY) (MM/YYYY)

May we contact your previous supervisor for a reference? Yes No Phone: (\_\_\_\_) \_\_\_\_\_

Comments, including explanation of any gaps in employment \_\_\_\_\_

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

## References

Please list three professional references.

1. Full Name \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

2. Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

3. Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: (\_\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_

## Honors, Professional Organizations/Designations, & Activities

Job Qualifications, including any special training, skills, licenses, and/or certificates.

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

Professional/business associations or designations relevant to the position you are applying for.

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

## Referral Source

Recruiting Website       Employment Agency       Other

Name of person who referred you (if applicable) \_\_\_\_\_

## Disclaimer and Signature

I certify that each my answers, and all information furnished on this application (and accompanying resume, if any) are true, complete and accurate and that I have not withheld or omitted any material information or response.

I understand that false, misleading or incomplete information in my application, interviews or any other part of the pre-employment process may result in my immediate termination and/or the withdrawal of any employment offer.

If employed, I agree to conform to all rules and regulations of Al Thurmond Agency. I understand that any employment at Al Thurmond Agency is "at-will" and is not for a fixed term or definite period. Either Al Thurmond Agency or I may terminate the employment relationship at any time, with or without cause or notice.

I hereby authorize and consent to Al Thurmond Agency conducting a background, credit, employment, criminal, motor vehicle report or other investigative check, and release and hold harmless Al Thurmond Agency and any person or entity that provides information or records in connection with that investigation from any claim or liability.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_