

Phone: 800.821.7770
Fax: 408.957.3813

Equal Opportunity is RKLG's policy, we will select the best qualified person for each position available. No employee of RKLG will discriminate against an applicant for employment because of race, creed, color, religion, sex, national origin, ancestry, age, a physical or mental handicap, or a person's veteran status. RKLG has adopted an Affirmative Action policy, this policy applies to all employment practices and personnel actions. Our Affirmative Action policy essentially means that the company will aggressively seek out, hire, develop, and promote qualified members of protected groups. (defined as racial minorities, women, physically and mentally handicapped, disabled veterans, and persons ages of 40 and over.)

PERSONAL INFORMATION

Name (First, Middle, Last)		S.S.N.		E-mail	
Address		City, State, Zip Code		Home Phone	Cell Phone
In Case of Emergency Notify Name		Address		Phone	
Position Applying For		Date Available to Start	Min. Rate Desired	Do you have relatives working at any RK sites? If yes, give name, relationship and location	
				Yes	No
Type of Employment you are looking for			If asked...would you be willing to work		
Swing/grave		Full Time		Shift Work	Will Accept Same Day Assignments
Temp		Part Time (hrs ____ to ____)		Overtime	Available Long-Term Assignments
				Weekends	Will Travel if Necessary
How did you hear about The RK Logistics Group?		Driver's License #		State:	

EDUCATION AND TRAINING

High School	GED	College/University		Graduate School	
	Name & Location (city, state & country)	G.P.A.	Did you graduate?	Major & Minor	Degree earned
High School					
College/University					

Graduate School					
J/C or Voc School					
Special Certs/Office Training					
Technical or Language					

MUST BE COMPLETED EVEN IF ATTACHING YOUR RESUME

List your last three employers with the most recent first.

If you are currently employed, may we contact your current employer to verify employment? Yes No

EMPLOYMENT HISTORY (please print clearly)	
Employer Name:	Supervisor Name & Title:
Dates Employed: —	Job Title:
Reason for Leaving:	Your Duties:
Comments:	
Explanation:	
Employer Name:	Supervisor Name & Title:
Dates Employed: —	Job Title:
Reason for Leaving:	Your Duties:
Comments:	
Explanation:	


Employer Name:	Supervisor Name & Title:
Dates Employed: _____	Job Title:
Reason for Leaving:	Your Duties:
Comments:	
Explanation:	

PROFESSIONAL REFERENCES: (PLEASE ONLY LIST REFERENCES WHO WE MAY CONTACT AT THIS TIME)		
Name:	Title/Co:	Ph.#
Name:	Title/Co:	Ph.#
Name:	Title/Co:	Ph.#


Pre-Employment Drug Screening/Random Testing

The RK Logistics Group, Inc. is obligated to maintain a safe, drug-free work environment for all employees. Employees are prohibited from engaging in the unlawful manufacturing, distribution or use of illegal substances.

In consideration for employment with The RK Logistics Group, Inc. the above Pre-Employment Drug Screening/ Random Testing has been explained and acknowledged.

 I, _____, understand and acknowledge that, as part of the hiring process and throughout my employment, if hired, I may be required to submit results of medical/physical examinations, which may include pre-employment drug screening/random testing at the employer's discretion and expense.

I hereby authorize you and all former employers, and all others given as a reference, to answer all questions and to give all information in connection with this application or in any way concerning me. I agree, if employed by you, that if ever I make claims against you of personal injuries, upon your request I shall submit to examinations by physicians of your selection. Your employment of me may be terminated by you at any time without any liability to me except for wages and salary as have been earned by me at the date of termination. I understand that it is my responsibility to notify you of my availability on a weekly basis at a minimum, and if I do not, I will be considered unavailable for work.

 _____
 Signature Date

Interviewed by: _____

Date: _____

Other: _____