



Mossberg & Company Inc.
Precisely.

Part-Time Employment Application

Summary: Mossberg & Company is searching for talented, reliable individuals interested in part-time work to support our fulfillment services division. Candidates must be at least **17 years of age** to qualify. **Our part-time positions are for the morning, afternoon, or evening shifts.**

Essential Duties and Responsibilities: Candidates must observe all safety rules and work in a safe manner; work quickly and carefully, verifying that proper materials/products are picked and packed according to instructions; complete paperwork accurately; keep work area clean and orderly; and assist in other areas as requested.

Please fill out completely; incomplete information could disqualify you from consideration for our part-time employee pool.

Name _____ Date _____

Address _____

Are you able to receive E-mails? Yes No E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? **Yes No** Are you at least 17 years or older? **Yes No**
What shifts can you work? **Morning Afternoon Evening** Available to work overtime, including weekends? **Yes No**

Day	Hours Available	Day	Hours Available
Monday		Friday	
Tuesday		Saturday	
Wednesday		Sunday	
Thursday			

How did you hear about us? _____ Date available to work _____

Please provide two references (1 professional and 1 personal):

Name _____ Phone _____ Relationship _____

Name _____ Phone _____ Relationship _____

EDUCATION	Name and location of school	No. of yrs. Attended	Degree Received	Subjects studied/Major
High School				
College or University				
Trade, Business or Correspondence School				

EMPLOYMENT HISTORY Include your last three (3) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration. Do not simply put see resume.*

From	To	Employer Name	Telephone ()
Job Title		Address	
Immediate Supervisor and Title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	
From	To	Employer Name	Telephone ()
Job Title		Address	
Immediate Supervisor and Title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	
From	To	Employer Name	Telephone ()
Job Title		Address	
Immediate Supervisor and Title		Summarize the nature of work performed and job responsibilities	
Hourly Rate/Salary		Reason for Leaving	

Hourly Rate **\$12.00/hour.** *Our part-time positions will have a set schedule, and average no more than 29 hours per week. If hired, this part-time position will not be eligible for benefits through our company. Part-time employment at Mossberg & Company is contingent upon the successful completion (negative results) of your pre-employment drug screening and background check.*

Please read carefully before signing.

Mossberg & Company is an equal opportunity employer. Mossberg & Company does not discriminate in employment based on race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Mossberg & Company to hire me. If I am hired, I understand that either Mossberg & Company or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Mossberg & Company has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to Mossberg & Company true and complete information on this application. No requested information has been concealed. I further understand that Mossberg & Company will not request any genetic or family health information. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

I authorize Mossberg & Company to contact the references provided in this application.

Signature: _____

Date: _____