



**Granite Gear LLC**  
2312 10<sup>TH</sup> Street  
Two Harbors, MN 55616  
Phone: 218-834-6157 #21  
chad@granitegear.com

## GRANITE GEAR EMPLOYMENT APPLICATION

### Dear Applicant:

Welcome to Granite Gear LLC. We appreciate your interest in our organization. Information provided in this application will help give us a clear understanding of your background, work experience and educational history. In addition, please read the following information.

- I affirm that the information provided on this application or in connection with the processing of this application (and any resume or other accompanying documents) is true and complete to the best of my knowledge. I understand that false statements, omissions, or misleading information made on or in connection with my application and accompanying documents, regardless of when discovered, may result in refusal to hire, or dismissal, if employed. I further certify that I am the person who has completed and signed this application.
- I will advise the company of any possible restrictions on employment, including but not limited to noncompetition, nonsolicitation and confidentiality covenants or agreements. I will use my best efforts to provide the company with copies of these restrictions during the application process. I understand that failure to disclose any such restrictions, either intentionally or unintentionally, may immediately disqualify me from consideration for employment, or from continued employment if hired.
- I authorize the investigation of all statements contained in this application (and any resume or other accompanying documents) as may be necessary in arriving at an employment decision.
- Granite Gear LLC is committed to maintaining a safe and productive workplace, and therefore, requires pre-employment drug screening. This is a condition of employment and all employment offers are contingent on passing the drug screen.
- Granite Gear LLC is an equal opportunity/affirmative action employer and does not discriminate in employment because of race, color, religion, national origin, sex, ancestry, citizenship, marital status, sexual orientation, age, disability, unfavorable military discharge or any other legally protected status.
- I understand that federal law prohibits the employment of unauthorized aliens and requires satisfactory proof of employment authorization and identity. If hired by Granite Gear LLC I will provide documents showing proof of my right to work in the U.S.
- If employed, I agree to abide by the rules and regulations of the company. I understand that the company has the right to change its rules and regulations without prior notice to its employees.
- I understand that this application does not create an offer of employment.
- I understand that, absent a written contract signed by a Granite Gear LLC representative with authority, all Granite Gear LLC employees are employed on an at-will basis, which means that employees are not hired for a fixed term and can be terminated at any time, with or without cause by either the employee or the Company.
- This application will remain active for only sixty (60) days. If I have not heard from the company after sixty (60) days and I still wish to be considered for employment, I understand that I will need to fill out and submit a new employment application.

**I have read and understand the above notice.**

**SIGNATURE OF APPLICANT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



# GRANITE GEAR LLC IS AN EQUAL OPPORTUNITY EMPLOYER

## PERSONAL INFORMATION (PLEASE PRINT)

Date of Application:		Social Security Number:	
Name (last, first, middle)			
Address (street, city, state, zip)			
Home Telephone:		Other contact number:	
Email Address:		Best time to contact:	
Please list any other names you have used (for reference checking purposes):			
Are you over the age of 18 years?		Yes	No
If under 18, do you have a work permit?		Yes	No
Are you legally authorized to work in the United States?		Yes	No
Can you provide required proof of eligibility to work?		Yes	No
Have you previously been employed by this company?		Yes	No
If Yes, From:		To:	
In what position?			
If you have any friends or relatives and/or relatives working for this company, please list them.			
Name:		Relationship:	
Name:		Relationship:	
Job opening you are applying?			
Are you applying for:		Full Time	Part Time
		Temporary	Intern
Our normal business hours are 8:30 a.m. – 5:00 p.m., Monday through Friday. Do you have any obligations, which may regularly prevent you from working during these hours?		Yes	No
If required are you available for:		Travel	Relocation
How did you learn about this opportunity?			
Friend	Internet Posting	Job Agency	Career fair
Website	Relative		
Employee	Other: (Please Specify)		



**GRANITE GEAR LLC IS AN EQUAL OPPORTUNITY EMPLOYER**

**EDUCATION INFORMATION (PLEASE PRINT)**

**HIGH SCHOOL**

Name:  Years completed:

Address (city, state)

Did you graduate?  Yes  No

**COLLEGE 1**

Name:

Address (city, state)

Major course of study:  Number of years completed:

Did you graduate?  Yes  No List degree:

**COLLEGE 2**

Name:

Address (city, state)

Major course of study:  Number of years completed:

Did you graduate?  Yes  No List degree:

**TRADE OR GRADUATE/BUSINESS SCHOOL**

Name:

Address (city, state)

Major course of study:  Number of years completed:

Did you graduate?  Yes  No List degree:

Please summarize any special or additional job-related skills and/or qualifications below (i.e. software packages).

List any specific certifications, seminars, training or honors received below (please include all registration numbers)



**GRANITE GEAR LLC IS AN EQUAL OPPORTUNITY EMPLOYER**

**EMPLOYMENT HISTORY (PLEASE PRINT)**

**PAST EMPLOYER 1 (PLEASE LIST MOST RECENT POSITION FIRST)**

Company Name:		Name of Supervisor:	
Address (street, city, state, zip)			
Phone Number:		Website:	
Dates Employed From:		To:	
May we contact your employer?		Yes	No
Job Title:		Employment Type:	Full   Part   Temp
Starting Pay:		Final Pay:	
Reason for leaving:			

**PAST EMPLOYER 2**

Company Name:		Name of Supervisor:	
Address (street, city, state, zip)			
Phone Number:		Website:	
Dates Employed From:		To:	
May we contact your employer?		Yes	No
Job Title:		Employment Type:	Full   Part   Temp
Starting Pay:		Final Pay:	
Reason for leaving:			

**PAST EMPLOYER 3**

Company Name:		Name of Supervisor:	
Address (street, city, state, zip)			
Phone Number:		Website:	
Dates Employed From:		To:	
May we contact your employer?		Yes	No
Job Title:		Employment Type:	Full   Part   Temp
Starting Pay:		Final Pay:	
Reason for leaving:			

Please explain any gaps in employment longer than 3 months between the above jobs:

Have you ever been terminated or asked to resign by any employer?	Yes	No
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If answered yes above, please explain below:



**GRANITE GEAR LLC IS AN EQUAL OPPORTUNITY EMPLOYER**

**REFERENCES (PLEASE PRINT)**

**REFERENCE 1 (PLEASE DO NOT LIST RELATIVES OR PERSONAL REFERENCES)**

Name:		Title:	
Company:		City, State:	
Home Phone:		Cell Phone:	
Email Address:		Business Relationship (peer, supervisor, etc.):	

**REFERENCE 2 (PLEASE DO NOT LIST RELATIVES OR PERSONAL REFERENCES)**

Name:		Title:	
Company:		City, State:	
Home Phone:		Cell Phone:	
Email Address:		Business Relationship (peer, supervisor, etc.):	

**REFERENCE 3 (PLEASE DO NOT LIST RELATIVES OR PERSONAL REFERENCES)**

Name:		Title:	
Company:		City, State:	
Home Phone:		Cell Phone:	
Email Address:		Business Relationship (peer, supervisor, etc.):	

**REFERENCE 4 (PLEASE DO NOT LIST RELATIVES OR PERSONAL REFERENCES)**

Name:		Title:	
Company:		City, State:	
Home Phone:		Cell Phone:	
Email Address:		Business Relationship (peer, supervisor, etc.):	

**EMERGENCY CONTACTS (PLEASE PRINT)**

**CONTACT 1**

Name:			
Phone:		Email:	

**CONTACT 2**

Name:			
Phone:		Email:	

Please sign and submit this form by standard or electronic mail to:

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