



## APPLICATION FOR EMPLOYMENT

**Application Date:** \_\_\_\_\_

### An Equal Opportunity Employer

President Container Group is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, national origin, material status, ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability or any other legally protected status by federal, state, and/or local law. If you require assistance to fill out this application form or during any phase of the job application process, please notify the person who gave you this form or the President Container Group's Human Resources Department and every reasonable effort will be made to accommodate your needs in a timely manner in accordance with federal, state, and/or local law.

#### PERSONAL INFORMATION

**Name**

**Last**

**First**

**MI**

**Preferred Name**

**Present Address:**

**Street**

**City**

**State**

**Zip Code**

**Previous Address:**

**(If less than 3 years at current address)**

**Street**

**City**

**State**

**Zip Code**

**E-Mail Address**

**Home Telephone**

**Cell Phone**

#### POSITION DESIRED

**Position Applying For**

**Available Start Date**

**Available for (Check all that apply)**

**Weekends**

☐

Full Time

☐

Part Time

☐

Temporary

Yes

☐

No

☐

#### EMPLOYMENT STATUS

- Do you have a valid Driver License? YES ☐ NO ☐
- If driving is a requirement of the position applied for, have you in the last four (4) years been convicted of Driving under the influence ("DUI"), or Driving While Intoxicated ("DWI")?  
YES ☐ NO ☐
- Are you legally authorized to work in the United States?  
YES ☐ NO ☐

**NOTE:** You are not obligated to provide information concerning any conviction for which the record has been judicially ordered sealed, expunged or statutorily eradicated. A criminal conviction does not necessarily disqualify you from consideration for employment.

- Have you been convicted, or had final disposition, of a misdemeanor or felony in the past 7 years that was not dismissed, expunged, sealed, or otherwise terminated in your favor? ☐ Yes ☐ No
- If “Yes” to either question above, please explain in full, including the nature, date and location of such convictions.

| EDUCATION                 |                                                          |        |             |
|---------------------------|----------------------------------------------------------|--------|-------------|
| Institution Name/Location | Graduated                                                | Degree | Major/Minor |
| High School               | <input type="checkbox"/> YES <input type="checkbox"/> NO |        |             |
| Technical School          | <input type="checkbox"/> YES <input type="checkbox"/> NO |        |             |
| College                   | <input type="checkbox"/> YES <input type="checkbox"/> NO |        |             |
| Other                     | <input type="checkbox"/> YES <input type="checkbox"/> NO |        |             |

| EMPLOYMENT HISTORY |
|--------------------|
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Please list your employment history beginning with the most recent employment first. Include only your three (3) most recent positions, or positions within the last 10 years, whichever is less. Explain any breaks in your employment history in the “Duties” section. You must complete this section in addition to any resume you may submit.

| Employer’s Name and Address |                   |                   |               |             |
|-----------------------------|-------------------|-------------------|---------------|-------------|
|                             |                   |                   |               |             |
| Job Title                   | Supervisor’s Name | Company Telephone | Employed From | Employed To |
|                             |                   |                   |               |             |
|                             |                   |                   |               |             |
|                             |                   |                   |               |             |
| Job Duties                  |                   |                   |               |             |
|                             |                   |                   |               |             |
| Reason for Leaving          |                   |                   |               |             |
|                             |                   |                   |               |             |

| Employer’s Name and Address |                   |                   |               |             |
|-----------------------------|-------------------|-------------------|---------------|-------------|
|                             |                   |                   |               |             |
| Job Title                   | Supervisor’s Name | Company Telephone | Employed From | Employed To |
|                             |                   |                   |               |             |
|                             |                   |                   |               |             |

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|--------------------|--|--|
| Job Duties         |  |  |
|                    |  |  |
|                    |  |  |
| Reason for Leaving |  |  |
|                    |  |  |

|                             |                   |                   |               |             |
|-----------------------------|-------------------|-------------------|---------------|-------------|
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|                             |                   |                   |               |             |

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|                             |                   |                   |               |             |
| Reason for Leaving          |                   |                   |               |             |
|                             |                   |                   |               |             |

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|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------|
| General Information                                                                                                                                                |                              |                             |
| Have you ever been employed by any other corrugated box manufacturer before?                                                                                       | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| If so when and where?                                                                                                                                              | If yes, who? _____           |                             |
| Are you age 18 or older?                                                                                                                                           | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| Are you age 18 or older?                                                                                                                                           | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| If the position you are applying for requires travel, will you travel?                                                                                             | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| If the position you are applying for requires overtime, are you available to work overtime?                                                                        | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| If the position you are applying for requires relocating, will you relocate?                                                                                       | <input type="checkbox"/> YES | <input type="checkbox"/> NO |
| If you are offered a position, are you willing to be tested for alcohol and/or illegal drug use, have a background check and Motor Vehicle Registration check run? | <input type="checkbox"/> YES | <input type="checkbox"/> NO |

|                                             |
|---------------------------------------------|
| <b>QUALIFICATIONS, SKILLS, AND COMMENTS</b> |
|---------------------------------------------|

List other qualifications and skills related to the position desired, such as professional or technical licenses, registrations, special training, typing, word processing, etc.

|                   |
|-------------------|
| <b>REFERENCES</b> |
|-------------------|

List persons (other than relatives or personal friends) who have knowledge of your skills and abilities for the position for which you are applying.

| Name/Title | Organization/Address | Telephone Number |
|------------|----------------------|------------------|
|            |                      |                  |
|            |                      |                  |
|            |                      |                  |

Please read each statement below and initial each box acknowledging you have read, do understand and agree to the following:

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Equal Employment Opportunity Policy of President Container Group is committed to the principles of equal opportunity and is committed to make employment decisions based on merit. We are committed to complying with all Federal and State and local laws related to the terms and conditions of employment. President Container Group desires to maintain a work environment that is free of sexual harassment and discrimination due to race, religion, color, national origin, physical or mental disability, age or any other status protected by federal, state or local laws.

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Disclosure to Applicants Concerning Drug/Alcohol Testing – If I am offered a position with President Container Group, I understand that offer is expressly conditioned upon my successfully passing a test for illegal drug or alcohol use. My failure to pass such a test means I will not be employed by President Container Group. Negative test results are required as a condition employment.

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At-Will Employment- I understand and agree that if I am employed, my employment will be “at-will,” which means that President Container Group may terminate the employment relationship at any time, for any reason (or no reason at all) and with or without advance notice. I further understand that any prior representation, whether expressed or implied to the contrary is hereby superseded and that no promise or representation contrary to the foregoing is binding on President Container Group unless made in writing and signed by the Company’s President.

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Testing Authorization – If offered a position with President Container Group, I hereby agree to any job-related and necessary physical, psychological, skill, drug or medical test required by President Container Group as a condition of employment.

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Investigation Authorization – If I am offered a position with President Container Group, that offer is expressly conditioned upon my successfully passing a background check. My failure to pass such a test means I will not be employed by President Container Group. I authorize investigation into all statements and references contained in this application. Said investigation may include credit, driving criminal background, references and other background checks. By applying for this job, I also authorize past-hire investigation into my credit, driving and criminal background. I authorize President Container Group to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. Further, I hereby give my consent to any former employer to provide employment –related information about me to President Container Group and will hold the Company and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I understand that President Container Group will provide a separate Release Authorization, if required by law, that will permit President Container Group to make such inquiries through the services of a third party.

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Legal Right to Work in the United States – I understand that if employed, I will be required to provide original documents which verify my identity and my right to work in the United States for the purposes of completing employment authorization paperwork, including USCIS Form I-9.

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Company Obligation – I understand and agree that President Container Group acceptance of this job application does not mean that a position for which I am qualified is open or that President Container, Inc. has agreed to hire me. I understand that President Container Group is under no obligation to hire me as the result of accepting this completed application.

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Complete and Accurate Information - I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have completed this application. I understand that any omission or misstatement of material fact on this application, or any other document used to secure employment, shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

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Acknowledgement – I have read and understand the above policy statements, and agree to be bound by them if employed by President Container Group, I agree to comply with all the policies, rules, and procedures of President Container Group, and/or any of its holding subsidiaries.

Please type (or Print) your name in both spaces below (the Applicant Signature line and the Print Name line), and date in the space provided, verifying that you have read, do understand, and have personally completed the above Application for Employment.

| Applicant Signature | Print Name | Date |
|---------------------|------------|------|
|                     |            |      |