

APPLICATION FOR EMPLOYMENT



NOTICE TO APPLICANTS: All associates are subject to pre-employment and random drug and alcohol testing. *Please print all answers clearly.*

Position applied for _____ Date of Application _____

Name (First, Last, MI) _____ Telephone _____

Address _____

Have you applied at Furniture Enterprises before? No Yes When _____ Are you willing to relocate? No Yes
Have you worked at Furniture Enterprises before? No Yes When _____ Are you presently employed? No Yes
Are you willing to work weekends? No Yes May we contact your present employer? No Yes
Have you been convicted of a crime, other than minor traffic violations? No Yes

Note: No applicant will be denied employment solely on the grounds of a conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position applied for may, however, be considered.

If yes, please explain: (A DUI/DWI must be listed)

Are you legally eligible for employment in this country? No Yes Date available to start _____
(Proof of U.S. citizenship or immigration status will be required upon employment.)

Type of employment desired: Full-Time Part-Time Temporary

If Part-Time, list days and times available to work _____ Referred By _____

Any relatives in our employ?: No Yes If yes, list name _____

EMPLOYMENT HISTORY:

List your last four (4) employers, assignments or volunteer activities, starting with the most recent, including military experience. It is Furniture Enterprises policy to verify all present and past work experiences. Please **DO NOT** write "See Resume" or functionally similar instruction.

| | | |
|-------------------------------|----------------------------------|--|
| Name of Company _____ | From _____ | To _____ |
| Address _____ | Phone _____ | |
| Job Title _____ | Name & Title of Supervisor _____ | |
| Briefly Describe Duties _____ | | |
| Reason for Leaving _____ | | |
| Salary (Start) _____ | Salary (Ending) _____ | May We Contact This Employer? <input type="checkbox"/> No <input type="checkbox"/> Yes |
| Name of Company _____ | From _____ | To _____ |
| Address _____ | Phone _____ | |
| Job Title _____ | Name & Title of Supervisor _____ | |
| Briefly Describe Duties _____ | | |
| Reason for Leaving _____ | | |
| Salary (Start) _____ | Salary (Ending) _____ | May We Contact This Employer? <input type="checkbox"/> No <input type="checkbox"/> Yes |
| Name of Company _____ | From _____ | To _____ |
| Address _____ | Phone _____ | |
| Job Title _____ | Name & Title of Supervisor _____ | |
| Briefly Describe Duties _____ | | |
| Reason for Leaving _____ | | |
| Salary (Start) _____ | Salary (Ending) _____ | May We Contact This Employer? <input type="checkbox"/> No <input type="checkbox"/> Yes |
| Name of Company _____ | From _____ | To _____ |
| Address _____ | Phone _____ | |
| Job Title _____ | Name & Title of Supervisor _____ | |
| Briefly Describe Duties _____ | | |
| Reason for Leaving _____ | | |
| Salary (Start) _____ | Salary (Ending) _____ | May We Contact This Employer? <input type="checkbox"/> No <input type="checkbox"/> Yes |

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Furniture Enterprises
FURNITURE ENTERPRISES OF ALASKA, INC.

SKILLS AND QUALIFICATIONS

Summarize special skills and qualifications acquired from employment or other experiences that may qualify you for work with our company.

EDUCATIONAL BACKGROUND

| NAME AND LOCATION LAST | YEAR COMPLETED | DID YOU GRADUATE? | SUBJECTS STUDIED/DEGREES RECEIVED |
|------------------------|----------------|--|-----------------------------------|
| High School | 1 2 3 4 | <input type="checkbox"/> No <input type="checkbox"/> Yes | |
| College | 1 2 3 4 | <input type="checkbox"/> No <input type="checkbox"/> Yes | |
| College | 1 2 3 4 | <input type="checkbox"/> No <input type="checkbox"/> Yes | |

REFERENCES — LIST THREE PROFESSIONAL REFERENCES (NOT RELATIVES)

| NAME / ADDRESS | TELEPHONE NUMBER | RELATIONSHIP | HOW LONG? |
|----------------|------------------|--------------|-----------|
| | | | |
| | | | |
| | | | |

PLEASE NOTE: Applicant agrees to the following conditions of employment...

If hired, I will receive the Drug and Alcohol Free Workplace Policy. Furniture Enterprises is committed to a drug and alcohol-free workplace. I understand all offers of employment are contingent upon consent to and compliance with the Drug and Alcohol testing program. I agree to abide by the guidelines and policies outlined in the handbook. I understand that if I am employed, any misrepresentation made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from employment by Furniture Enterprises, whenever it is discovered.

I give Furniture Enterprises the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application, including criminal background checks if appropriate. I hereby release from liability Furniture Enterprises and its representatives for seeking, gathering and using such information and all other persons, corporations or organizations for furnishing such information.

This application is current only for the position noted on the first page. When the position is filled, should I still wish to be considered for employment it will be necessary to fill out a new application. I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid AK driver's license and understand that I will be required to provide a copy of my official driving record and proof of insurance. I also understand that any offer of employment is contingent on my ability to be covered by Furniture Enterprises' auto insurance.

This employment offer is not an employment contract and is not intended to create contractual obligations of any kind. Our employment relationship will be terminable "at-will," which means that either you or Furniture Enterprises of Alaska, Inc. may terminate your employment at any time and for any reason or for no reason with or without notice.

I have read and fully understand the foregoing and seek employment under these conditions.

Signature of Applicant _____ Date _____

AN EQUAL OPPORTUNITY EMPLOYER: Furniture Enterprises will not engage in discriminatory practices against any person employed or seeking employment because of race, color, religion, ethnic background, national origin, marital status, physical or mental handicaps, vetera status or sexual preference or within the limits imposed by law because of age or citizenship.