



# Henry Dock Works, Inc.

2440 North Church Street, PO Drawer 2306, Rocky Mount, NC 27802-2306  
Phone: 800-849-6400

**NOTICE TO ALL APPLICANTS: Henry Dock Works, Inc. hires only citizens of the United States and aliens lawfully authorized to work in the United States.**

## EMPLOYMENT APPLICATION

Job applied for: \_\_\_\_\_ Date: \_\_\_\_\_

1 Full Name: \_\_\_\_\_  
(First) (Middle) (Last)

2 Home Address: \_\_\_\_\_  
(Number) (Street) (City) (State) (Zip)

County: \_\_\_\_\_ Social Security # \_\_\_\_\_ Date of Birth: \_\_\_\_\_

3 Time lived at above address: \_\_\_\_\_ Phone # \_\_\_\_\_

4 If at the above residence less than 3 years, list all residences for the past three years:

\_\_\_\_\_  
(Number) (Street) (City) (State) (Zip)

5 EDUCATION: Did you graduate from high school? \_\_\_\_\_ If so, what year? \_\_\_\_\_

6 What other graduate, business, trade, correspondence, night and/or government schooling have you had?  
\_\_\_\_\_

7 What awards have you received: School \_\_\_\_\_ Safety \_\_\_\_\_

8 Have you ever served in the US Armed Forces? \_\_\_\_\_ What Branch? \_\_\_\_\_

9 Have you ever been convicted of a felony? \_\_\_\_\_ If yes, please explain in full below.  
(Conviction of a crime is not an automatic bar to employment. All circumstances will be considered)

Type of Charge	Date	Where	Disposition of court

10 What particular abilities and/or skills do you have which you feel would help you in the job for which you are applying?  
\_\_\_\_\_

11 Any relatives in our employ and relationship to you? \_\_\_\_\_

12 Are you now employed? \_\_\_\_\_ If no, how long since last job? \_\_\_\_\_

13 If hired, on what date are you available to begin work? \_\_\_\_\_

14 Are you legally eligible for employment in the United States? Yes No

15 LIST BELOW ALL EMPLOYMENT FOR THE PAST 15 YEARS, BEGINNING WITH MOST RECENT.

Name & Mailing Address	From M/Y	To M/Y	Position	Weekly Wages	Reason for leaving.
			Supervisor's Name:		
			Supervisor's Name:		
			Supervisor's Name:		
			Supervisor's Name:		
			Supervisor's Name:		

I hereby certify that the facts set forth in my employment application (accompanying resume, if any) are true and complete to the best of my knowledge and agree that any misrepresentation or concealment of material facts may disqualify me from further consideration for employment and may result in dismissal if discovered at a later date. I hereby authorize the employers and references listed above to give **Henry Dock Works, Inc.** any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release **Henry Dock Works, Inc.** and all such employers and references from all liability for any damages whatsoever in furnishing this information. If employed, I agree to conform to all **Henry Dock Works, Inc.** rules and regulations. I also understand and agree that if employed, employment is for an indefinite period of time, and that I have the right to terminate my employment at any time for any reason, as does the Company. I agree to submit to a polygraph examination, if requested, except where prohibited by law. I further understand and agree that any modification of this agreement must be in writing and duly executed.

Signature: \_\_\_\_\_ Date of application: \_\_\_\_\_

**\*\*\*\*\*DO NOT WRITE BELOW THIS LINE\*\*\*\*\***

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_ Hired? \_\_\_\_\_

Position: \_\_\_\_\_ Starting Date: \_\_\_\_\_

Remarks: \_\_\_\_\_