

DO NOT WRITE IN THIS SPACE

APPLICATION FOR EXAMINATION



RETURN TO: ALABAMA ABC BOARD
 PERSONNEL DEPARTMENT 2715
 GUNTER PARK DRIVE WEST
 MONTGOMERY, ALABAMA 36109
 EMAIL: retail.jobs@abc.alabama.gov
 FAX: (334) 260-5450

General Instructions

A separate application is required for each job. Do not write in shaded areas. Complete all parts of the application. Applications not properly completed will be returned. Photocopied and facsimile applications will be accepted.

ENTER LAST 4 DIGITS OF SOCIAL SECURITY NUMBER BELOW.

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ABC Warehouse Worker 10920			Option (if applicable)
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Full Name _____
 First _____ M. I. _____ Last _____ Email Address _____

Address _____
 House or Apartment Number _____ Street _____

City _____ State _____ County _____ Zip Code _____

Telephone Number: Home _____ Cell _____ Work _____
 Area Code _____ Area Code _____ Area Code _____

The following information is required for governmental reporting or recordkeeping purposes:

Date of Birth _____ Sex (check one) 1. () Male 2. () Female
 (Month) (Day) (Year)

Race (check one) 1. () White 2. () Black 3. () Hispanic 4. () Asian or Pacific Islander 5. () American Indian or Alaskan Native 6. () Other

EDUCATION: High School Diploma or GED? () Yes () No	CLICK ON THE HIGHEST GRADE OF SCHOOL COMPLETED.												ED				
	1	2	3	4	5	6	7	8	9	10	11	12	College 1	2	3	4	LC

PROVIDE INFORMATION ON ALL SCHOOLS ATTENDED. SPECIFY UNDERGRADUATE OR GRADUATE WORK.

Name and Location of School	Dates of Attendance		Credit Hours	Did You Graduate?		Type of Degree and Date	Major
	Month/Year	From To		Sem.	Qtr.		
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

PROFESSIONAL LICENSE OR CERTIFICATE

License/Certificate Issued By	Field/Trade/Specialization	License/Certificate No.	Issue Date	Expiration Date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

LIST COURSES (AND HOURS) WHICH ARE PARTICULARLY RELATED TO THE POSITION (attach additional sheets, if needed).

_____	_____	_____
_____	_____	_____

CERTIFICATION STATEMENT

I hereby certify, under penalty of perjury, that all statements on or attached to this application are true, correct, and complete. I further agree and understand that any false or deceptive information herein, regardless of time of discovery, may cause forfeiture on my part of any employment in the service of the State of Alabama and may prohibit me from being considered for future employment. I understand that all information on this application is subject to verification, and I consent to criminal history background and employment checks. I agree to allow my employer/prospective employer to receive a copy of my Alabama Background Check report through ACJIC. If employed, I agree to electronic deposits of my payroll check and other state payments; and consistent with applicable laws, to receive compensatory time off in lieu of overtime compensation for any overtime hours worked.

Signature _____ **Date** _____

Your name may be removed from employment consideration for any disqualifying reason.

AN EQUAL OPPORTUNITY EMPLOYER

SOCIAL SECURITY NUMBER: - -

List three reliable persons, not relatives or present employer, who know you well enough to give information about you.

NAME	ADDRESS AND PHONE NUMBER	EMPLOYER

Should you need testing accommodations due to a health problem or disability, you must contact the ABC Board Personnel Office.

Have you ever been involuntarily terminated, discharged, forced or asked to resign from any job? () Yes () No

If you answered **Yes** to the above question, provide an explanation on a separate sheet noting any mitigating or extenuating circumstances in the space below. If necessary, you may use a separate sheet or sheets and attach to the application.

Have you ever been convicted of a misdemeanor or felony crime? () Yes () No

If you answered **Yes** to the above question, list in the space below all prior misdemeanor and felony convictions and any extenuating or mitigating circumstances regarding such convictions. If necessary, you may use a separate sheet or sheets and attach to application.

NOTE: A CRIMINAL CONVICTION WILL NOT NECESSARILY BE A BAR TO CONSIDERATION FOR EMPLOYMENT, EXCEPT THAT A FELONY CONVICTION WILL BAR EMPLOYMENT IN A LAW ENFORCEMENT JOB; THE DISCLOSURE OF A MISDEMEANOR CONVICTION WILL NOT AUTOMATICALLY RESULT IN DISQUALIFICATION. CRIMINAL HISTORIES WILL BE SUBMITTED TO THE NATIONAL CRIME INFORMATION CENTER (NCIC) FOR VERIFICATION. FAILURE TO DISCLOSE A CONVICTION MAY BE CONSIDERED AS GROUNDS FOR DISQUALIFICATION. FOR THESE REASONS, APPLICANTS SHOULD BE CAREFUL TO DISCLOSE ALL CRIMINAL CONVICTIONS.

WORK HISTORY

THIS SECTION MUST BE COMPLETED REGARDLESS OF WHETHER OR NOT A RESUME' IS ATTACHED.

Begin with your PRESENT or most recent employment. List in REVERSE ORDER periods of employment. **Each time you changed jobs or your title changed should be listed as a separate period.** Describe in detail your duties. (Attach additional sheets if needed.)

1. Current or Last Employer				Your Official Job Title				
Address				Type of Business				
FROM Month	Year	TO Month	Year	Total Months	Number of Hours Per Week	Beginning Salary \$ _____ Per _____	Ending Salary \$ _____ Per _____	May we contact your employer? () Yes () No
Number/Title of Employees You Supervised On a Continuing Basis					Equipment You Operated			
Name, Title and Telephone Number of Supervisor					Reason for Leaving			
Describe Your Duties in Detail								

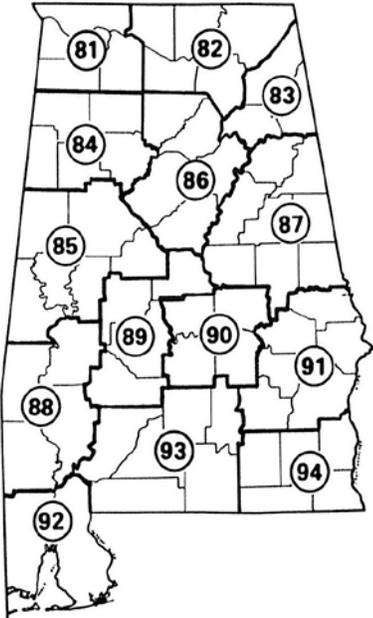


Where did you learn of this job? (check all that apply)

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> 1 () State Employment Service | <input type="checkbox"/> 5 () Friend/Relative | <input type="checkbox"/> 9 () Legislative Representative | <input type="checkbox"/> 13 () TV/Radio Commercial |
| <input type="checkbox"/> 2 () Job Announcement Notice | <input type="checkbox"/> 6 () Dept. News Bulletin | <input type="checkbox"/> 10 () State Recruiter/Counselor | <input type="checkbox"/> 14 () Other |
| <input type="checkbox"/> 3 () Newspaper | <input type="checkbox"/> 7 () Rehabilitation Services | <input type="checkbox"/> 11 () State Personnel Dept. Information Board | <input type="checkbox"/> 15 () State Personnel Dept. Website |
| <input type="checkbox"/> 4 () College Placement/Career Office | <input type="checkbox"/> 8 () High School Counselor | <input type="checkbox"/> 12 () Outreach Program (i.e. Church) | <input type="checkbox"/> 16 () Other Website |

AVAILABILITY

<p>81 - Northwest Alabama</p> <p>17 Colbert 30 Franklin 39 Lauderdale 40 Lawrence</p>	<p>84 - Jasper/ Winfield Area</p> <p>29 Fayette 38 Lamar 47 Marion 64 Walker 67 Winston</p>	<p>87 - East Central Alabama</p> <p>08 Calhoun 09 Chambers 14 Clay 15 Cleburne 19 Coosa 56 Randolph 61 Talladega 62 Tallapoosa</p>	<p>90 - Montgomery Area</p> <p>01 Autauga 26 Elmore 43 Lowndes 51 Montgomery</p>	<p>93 - South Central Alabama</p> <p>07 Butler 18 Conecuh 20 Covington 21 Crenshaw 27 Escambia 50 Monroe</p>
<p>82 - Huntsville/ Decatur Area</p> <p>36 Jackson 42 Limestone 45 Madison 48 Marshall 52 Morgan</p>	<p>85 - Tuscaloosa Area</p> <p>04 Bibb 32 Greene 33 Hale 54 Pickens 60 Sumter 63 Tuscaloosa</p>	<p>88 - Southwest Alabama</p> <p>12 Choctaw 13 Clarke 46 Marengo 65 Washington</p>	<p>91 - Phenix City/ Troy Area</p> <p>03 Barbour 06 Bullock 41 Lee 44 Macon 55 Pike 57 Russell</p>	<p>94 - Dothan Area</p> <p>16 Coffee 23 Dale 31 Geneva 34 Henry 35 Houston</p>
<p>83 - Northeast Alabama</p> <p>10 Cherokee 25 DeKalb 28 Etowah</p>	<p>86 - Birmingham Area</p> <p>05 Blount 22 Cullman 37 Jefferson 58 Shelby 59 St. Clair</p>	<p>89 - Selma/Clanton Area</p> <p>11 Chilton 24 Dallas 53 Perry 66 Wilcox</p>	<p>92 - Mobile Area</p> <p>02 Baldwin 49 Mobile</p>	



Please answer the following questions with care. List in the spaces provided those areas of the state in which you would accept employment. You will be considered for employment only in the locations you indicate. You may choose a combination of up to three counties and/or regions from the list above. If you list a region, you will be considered available for all counties in that region. The counties in each region are listed alphabetically below the region. You will not be considered for jobs involving overnight travel or shift work unless you so indicate.

List the numbers of up to 3 counties and/or regions where you are willing to relocate _____

Enter the earliest date you will be available to interview for employment. (Your name will not appear on a list of eligibles until this date.) _____
 Month Day Year

Will you accept work involving overnight travel? () Yes () No Will you accept part-time work? () Yes () No

Will you accept temporary work? () Yes () No Will you accept temporary part-time work? () Yes () No

Which shifts are you willing to work? 0. () all shifts 1. () 1st only 2. () 2nd only 3. () 3rd only 4. () 1st and 2nd only 5. () 1st & 3rd only 6. () 2nd & 3rd only

NOTE: Your application will be considered inactive for this class after declining three offers of employment consideration or failing to reply to the agency's inquiry concerning your availability.