



## Employment Application

Walker Property Management, LLC is an equal opportunity employer. This application will not be used for limiting or excluding an applicant from consideration for employment on a basis prohibited by local, state or federal law. Should an applicant need a reasonable accommodation process he or she should contact a company representative.

Please fill out the all the sections below:

Date: \_\_\_\_\_

<b>Applicant Information</b>
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Applicant Name:

\_\_\_\_\_

Address:

\_\_\_\_\_

City, State, Zip:

\_\_\_\_\_

Phone Number:

Email Address:

\_\_\_\_\_

Position applying for:

Desired Pay: \$

\_\_\_\_\_

<b>Employment Availability</b>
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What days are you able to work? (Fill out below)

What hours are you available to work? (Fill out below)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

If needed, are you available to work overtime?

**Yes**

**No**

Do you have reliable transportation to and from work?

**Yes**

**No**

If hired, what date can you start?

\_\_\_\_\_

<b>Employment Eligibility</b>
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Are you 18 years of age or older? **Yes** **No**

Are you a U.S citizen or approved to work in the United States? **Yes** **No**

What Documentation can you provide as proof of citizenship or legal status?

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Will you consent to a mandatory controlled substance test? **Yes** **No**

Do you have any conditions which require job accommodations? **Yes** **No**

If yes, please describe the accommodations required below:

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Have you ever been convicted of a criminal offense? (Felony or Misdemeanor) **Yes** **No**

If yes, please state the nature of the crime(s): When, conviction & Disposition of the case

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Do you have any friends, relatives or acquaintances currently employed by WPM?

Yes

No

If yes, please state their name:

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\* Walker Property Management, LLC complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential job functions.

**Job Skills / Qualifications**

Please list the skills & qualifications you possess for the position for which you are applying for:

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**Education and Training**

**High School:**

School: \_\_\_\_\_ City/State: \_\_\_\_\_

Graduated:    Yes                      No                      Year Graduated: \_\_\_\_\_

Degree Earned: \_\_\_\_\_

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**College/University:**

School: \_\_\_\_\_ City/State: \_\_\_\_\_

Graduated:    Yes                      No                      Year Graduated: \_\_\_\_\_

Degree Earned: \_\_\_\_\_

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**Other:**

School: \_\_\_\_\_ City/State: \_\_\_\_\_

Graduated:    Yes                      No                      Year Graduated: \_\_\_\_\_

Degree Earned: \_\_\_\_\_

<b>Military Service</b>
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Are you a member of the armed services?                      Yes                      No

Are you a veteran?    Yes                      No

Start Date: \_\_\_\_\_                                      End Date:                      \_\_\_\_\_

Branch of military: \_\_\_\_\_

What was your military rank when discharged? \_\_\_\_\_

What Military skills do you possess that would be an asset for this position?

\_\_\_\_\_

Please provide Previous Employment information for the minimum of the last 5 years:

<b>Previous Employment</b>	
Company:	Phone Number:
Address:	
Job Title:	Supervisor:
From:	To:
Reason for Leaving:	
Starting Wage:	Ending Wage:

<b>Previous Employment</b>	
Company:	Phone Number:
Address:	
Job Title:	Supervisor:
From:	To:
Reason for Leaving:	
Starting Wage:	Ending Wage:

3500 Newville Rd  
Janesville, WI 53545  
(608) 563-0013

<b>Previous Employment</b>	
Company:	Phone Number:
Address:	
Job Title:	Supervisor:
From:	To:
Reason for Leaving:	
Starting Wage:	Ending Wage:

<b>Previous Employment</b>	
Company:	Phone Number:
Address:	
Job Title:	Supervisor:
From:	To:
Reason for Leaving:	
Starting Wage:	Ending Wage:

## References

Please provide two personal or professional references below:

Full name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_

Full name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## Additional Information

Do you have a cell phone?                      **Yes**                      **No**

Do you have reliable transportation?                      **Yes**                      **No**

Do you have a valid driver's license?                      **Yes**                      **No**

Do you have basic computer skills?                      **Yes**                      **No**

## At-Will Employment

The relationship between you and Walker Property Management, LLC is referred to as an "employment at will". This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or Walker Property Management, LLC. No representative of Walker Property Management, LLC has authority to enter an agreement contrary to the foregoing "employment at will" relationship. You understand that your employment is "at will" and that you can acknowledge that no oral or written statements or representatives regarding your employment can alter your "at-will" employment status, except for a written statement signed by you and either our Owner(s) or management staff.

X \_\_\_\_\_  
*Signature*

Date: \_\_\_\_\_

X \_\_\_\_\_  
*Print Name*

Date: \_\_\_\_\_