WILLOW RUN FOODS

Physical Address
1006 US Route 11
Kirkwood, NY 13795

Driver Application For Employment
An Equal Opportunity Employer

Mailing Address
P.O. Box 1350
Binghamton, NY 13902

COMPLIANCE

In compliance with Title 49 of the Code of Federal Regulations Willow Run Foods is required to request the applicant's driving safety performance history from previous employers. The applicant has the following rights concerning this information:

- The right to review information provided by previous employers.
- The right to have errors in the information corrected by the previous employer, and for that previous employer to resend the corrected information to the prospective employer.
- The right to have the rebuttal statement attached to the alleged erroneous information, if the previous employer and the driver cannot agree on the accuracy of the information.

POSITION

Date: _____ Position Applying For: _____ Rate of Pay: _____

Do you have a legal right to work in the United States? ☐ Yes ☐ No

Have you ever worked for Willow Run Foods before: ☐ Yes ☐ No

Would you like to work Full Time: ☐ Yes ☐ No Part Time: ☐ Yes ☐ No

How did you hear about us? _____

PERSONAL

Last Name: _____ First Name: _____ Middle Name: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Are you over 18 years of age? ☐ Yes ☐ No If under 18, can you obtain a work permit? ☐ Yes ☐ No

Social Security Number: _____ Do you have a reliable means of transportation? ☐ Yes ☐ No

Have you ever been convicted of crime: **Do not report sealed convictions.* ☐ Yes ☐ No

Is there any information relating to change of name, use of an assumed name or nickname necessary to enable us to check on your work record? ☐ Yes ☐ No

If yes, please explain: _____

_____

ADDRESS (Minimum 5 YEARS)

Current Address: _____ **How Long?** _____

Previous Addresses **How Long?**

_____

_____

_____

_____

EDUCATION

Type of School	Name & Location of School	Major	Graduate? Type of Degree
High School			
College			
Other			

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EXPERIENCE

Military? _____

_____

Skills? _____

_____

ACCIDENTS

Date	Describe the Accident	Fatalities/Injuries?

EXPERIENCE AND QUALIFICATIONS – DRIVER

Licensed States	License No	License Type	Expiration Date

EXPERIENCE AND QUALIFICATIONS – OTHER

States Operated In: _____
Special Courses: _____
Safe Driving Awards: _____
Other Trucking Exp.: _____
Other Courses: _____
Other Equip Materials: _____

EQUIPMENT

Equipment Class	Equipment Type	Date From	Date To	# of Miles

EMPLOYMENT HISTORY (Minimum 10 YEARS)

Employer: _____
Address: _____ Phone: _____
Immediate Supervisor: _____ Position Held: _____
Employed From: _____ Employed To: _____

Reason for Leaving: _____

_____

Duties: _____

_____

May we contact your employer prior to conditional employment offer? ☐ Yes ☐ No

Were you subject to the Federal Motor Carrier Safety Regulations while employed by this employer (i.e. Did you transport persons or property in interstate commerce)? ☐ Yes ☐ No

Was the position designated as "safety-sensitive" (i.e. Operating a commercial vehicle, inspecting a commercial motor vehicle, etc.) and subject to alcohol and drug testing as required by CFR part 40? ☐ Yes ☐ No

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Willow Run Foods, Inc. Important Notice to Applicants

Reference and Background Checking
I authorize Willow Run Foods, Inc. to communicate with schools, references, credit and financial agencies, employers (unless otherwise noted) and any others who it desires, and I agree to hold such persons harmless with respect to any information that they may give.

Confidentiality Clause
I agree to preserve in strictest confidence any information concerning the company or its members which may come to my knowledge incident to my employment.

An Equal Opportunity Employer
The New York State Human Rights law prohibits discrimination in employment because of age, race, creed, color, national origin, sex, disability, marital status, genetic information or sexual orientation. Accordingly, nothing in this application form should be viewed as expressing, directly or indirectly, any limitation, specification, or discrimination as to age, race, creed, color, national origin, sex, disability, marital status, genetic information or sexual orientation.

Work Eligibility
All offers of employment by Willow Run Foods, Inc. are contingent on the provision of satisfactory proof of your identity and legal authority to work in the United States. Prior to or on your first day of employment, you must comply with the requirements of the Immigration and Naturalization Service's Employment Eligibility Verification (I-9 Form).

Other Employment
If hired, I agree not to take other employment for compensation without approval of the company.

At Will Employment
All employees are at will employees that may resign or be terminated at any time.

Application Fraud and Misrepresentation
I certify that all statements (verbal and written) made on any and all material collected during the hiring process are true, complete and accurate and I understand that misrepresentation or omission of facts called for in the employment application, resume, interview process or other application material may prohibit consideration for employment at Willow Run Foods, Inc. and is cause for immediate termination if employed.

Signature: _____

Date: _____

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Willow Run Foods, Inc. Important Notice to Applicants

For the sole purposes of the determination and evaluation of my Motor Vehicle Record and pursuant to the State and Federal regulations of compliance I, _____, Authorize Willow Run Foods, Inc. to obtain my Motor Vehicle Record. I understand that this record may contain personal information in addition to any/all accidents which may be on record through the New York State Department of Motor Vehicles.

In addition, should my application be accepted for employment and/or upon my becoming an employee for Willow Run Foods, Inc., I further authorize any/all requests for my Motor Vehicle Record be submitted and reviewed as needed for the sole purpose of my continued evaluation and eligibility standards under the State and Federal regulatory compliance standards.

Full Name: _____

License #: _____

Social Security#: _____

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NEW YORK CORRECTION LAW ARTICLE
23-A LICENSURE ANDEMPLOYMENT OF PERSONS PREVIOUSLY
CONVICTED OF ONE OR MORE CRIMINAL OFFENSES

750. Definitions.
751. Applicability.
752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited.
753. Factors to be considered concerning a previous criminal conviction; presumption.
754. Written statement upon denial of license or employment.
755. Enforcement.

§ 750. Definitions. For the purposes of this article, the following terms shall have the following meanings:

1. **"Public agency" means the state or any local subdivision thereof, or any state or local department, agency, board or commission.**
2. **"Private employer" means any person, company, corporation, labor organization or association which employs ten or more persons.**
3. **"Direct relationship" means that the nature of criminal conduct for which the person was convicted has a direct bearing on his fitness or ability to perform one or more of the duties or responsibilities necessarily related to the license, opportunity, or job in question.**
4. **"License" means any certificate, license, permit or grant of permission required by the laws of this state, its political subdivisions or instrumentalities as a condition for the lawful practice of any occupation, employment, trade, vocation, business, or profession. Provided, however, that "license" shall not, for the purposes of this article, include any license or permit to own, possess, carry, or fire any explosive, pistol, handgun, rifle, shotgun, or other firearm.**
5. **"Employment" means any occupation, vocation or employment, or any form of vocational or educational training. Provided, however, that "employment" shall not, for the purposes of this article, include membership in any law enforcement agency.**

§ 751. Applicability. The provisions of this article shall apply to any application by any person for a license or employment at any public or private employer, who has previously been convicted of one or more criminal offenses in this state or in any other jurisdiction, and to any license or employment held by any person whose conviction of one or more criminal offenses in this state or in any other jurisdiction preceded such employment or granting of a license, except where a mandatory forfeiture, disability or bar to employment is imposed by law, and has not been removed by an executive pardon, certificate of relief from disabilities or certificate of good conduct. Nothing in this article shall be construed to affect any right an employer may have with respect to an intentional misrepresentation in connection with an application for employment made by a prospective employee or previously made by a current employee.

§ 752. Unfair discrimination against persons previously convicted of one or more criminal offenses prohibited. No application for any license or employment, and no employment or license held by an individual, to which the provisions of this article are applicable, shall be denied or acted upon adversely by reason of the individual's having been previously convicted of one or more criminal offenses, or by reason of a finding of lack of "good moral character" when such finding
is based upon the fact that the individual has previously been convicted of one or more criminal offenses, unless:

1. **There is a direct relationship between one or more of the previous criminal offenses and the specific license or employment sought or held by the individual; or**
2. **the issuance or continuation of the license or the granting or continuation of the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public.**

§ 753. Factors to be considered concerning a previous criminal conviction; presumption.

1. **In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall consider the following factors:**
   a. **The public policy of this state, as expressed in this act, to encourage the licensure and employment of persons previously convicted of one or more criminal offenses.**
   b. **The specific duties and responsibilities necessarily related to the license or employment sought or held by the person.**
   c. **The bearing, if any, the criminal offense or offenses for which the person was previously convicted will have on his fitness or ability to perform one or more such duties or responsibilities.**
   d. **The time which has elapsed since the occurrence of the criminal offense or offenses.**
   e. **The age of the person at the time of occurrence of the criminal offense or offenses.**
   f. **The seriousness of the offense or offenses.**
   g. **Any information produced by the person, or produced on his behalf, in regard to his rehabilitation and good conduct.**
   h. **The legitimate interest of the public agency or private employer in protecting property, and the safety and welfare of specific individuals or the general public.**
2. **In making a determination pursuant to section seven hundred fifty-two of this chapter, the public agency or private employer shall also give consideration to a certificate of relief from disabilities or a certificate of good conduct issued to the applicant, which certificate shall create a presumption of rehabilitation in regard to the offense or offenses specified therein.**

§ 754. Written statement upon denial of license or employment. At the request of any person previously convicted of one or more criminal offenses who has been denied a license or employment, a public agency or private employer shall provide, within thirty days of a request, a written statement setting forth the reasons for such denial.

§ 755. Enforcement.

1. **In relation to actions by public agencies, the provisions of this article shall be enforceable by a proceeding brought pursuant to article seventy-eight of the civil practice law and rules.**
2. **In relation to actions by private employers, the provisions of this article shall be enforceable by the division of human rights pursuant to the powers and procedures set forth in article fifteen of the executive law, and, concurrently, by the New York city commission on human rights.**