

CUSTOMER SERVICE REPRESENTATIVE



EMPLOYMENT APPLICATION

5915 S. PERKINS RD. STILLWATER OK 74074 - 405-377-8763

The Railroad Yard Inc. provides equal employment opportunities to all applicants for employment and prohibits violation of federal, state, or local laws through discrimination or harassment of any type.

Incomplete applications will not be considered for employment.

HOW DID YOU HEAR ABOUT THIS JOB OPPORTUNITY? _____

FULL NAME _____ DATE AVAILABLE TO WORK: _____

LAST, FIRST MIDDLE (required)

Birthday _____ Social Security# _____ Drivers License # _____

Cell # _____ Home Phone # _____ Alternate Phone # _____

PRESENT ADDRESS _____ YEARS _____

CITY _____ STATE _____ ZIP _____

PREVIOUS ADDRESS _____ YEARS _____

CITY _____ STATE _____ ZIP _____

HAVE YOU EVER BEEN CONVICTED OF A FELONY? _____

IF SO, PLEASE EXPLAIN: _____

NEXT PAGE

EDUCATION:

HIGH SCHOOL _____

NAME LOCATION GRADUATION YEAR

TRADE SCHOOL _____

NAME LOCATION GRADUATION YEAR

COLLEGE _____

NAME LOCATION GRADUATION YEAR

EMPLOYMENT HISTORY - NOTE: Be as detailed as possible

Business Name _____ Phone _____

Date of Employment From: _____ To: _____

Address: _____ Position: _____

Title: _____

Responsibilities: _____

Reason for Leaving: _____

Supervisor's Name: _____ May we contact them? _____

Supervisors Number: _____

EMPLOYMENT HISTORY - NOTE: Be as detailed as possible

Business Name _____ Phone _____

Date of Employment From: _____ To: _____

Address: _____ Position: _____

Title: _____

Responsibilities: _____

Reason for Leaving: _____

Supervisor's Name: _____ May we contact them? _____

Supervisors Number: _____

EMPLOYMENT HISTORY - NOTE: Be as detailed as possible

Business Name _____ Phone _____

Date of Employment From: _____ To: _____

Address: _____ Position: _____

Title: _____

Responsibilities: _____

Reason for Leaving: _____

Supervisor's Name: _____ May we contact them? _____

Supervisors Number: _____

GENERAL QUESTIONNAIRE...

In what business software programs are you proficient (Word, Excel, Outlook Etc...) _____

What do you think is the key to providing excellent customer service? _____

How do you handle a difficult customer? _____

How do you prioritize your tasks when dealing with multiple customers at once? _____

Describe why you consider yourself a good candidate for our

company? _____

What is your desired salary/wages/benefits? _____

The Railroad Yard Inc. as a condition of employment, will perform background checks and/or pre-employment drug screenings. I hereby acknowledge that I have read and understand this statement.

YOUR SIGNATURE: _____ DATE: _____

NEXT STEP: Turn in your application



Email it to:
blake@railroadyard.com



U.S. Mail it to:
Blake Neal
PO BOX 2283
Stillwater, OK 74074



Deliver it in person to:
Blake Neal
5915 S. Perkins Rd.
Stillwater, OK 74074