



Houston Auto and Truck Parts  
 2425 West Mt. Houston Road · Houston, Texas 77038  
 Phone: (281) 448-3000 Fax: (281) 448-1132  
**APPLICATION FOR EMPLOYMENT**

**PERSONAL INFORMATION** DATE OF APPLICATION: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

Name: \_\_\_\_\_  
Last Name, First Middle

Address: \_\_\_\_\_  
Street (Apt) City/State Zip

Alternate Address: \_\_\_\_\_  
Street City/State Zip

Contact Information: (\_\_\_\_\_) \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
Home Telephone Mobile Telephone Email

*How did you learn about our company?*

**POSITION SOUGHT:** \_\_\_\_\_ **Available Start Date:** \_\_\_\_\_

**Desired Pay Range:** \_\_\_\_\_ **Are you currently employed?** \_\_\_\_\_  
Hourly or Salary

**EDUCATION**

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
<b>High School</b>			
<b>College or University</b>			
<b>Specialized Training, Trade School, etc...</b>			
<b>Other Education</b>			

**Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## PREVIOUS EXPERIENCE

Please list beginning from most recent

Dates Employed	Company Name	Location	Role/Title

**Job notes, tasks performed and reason for leaving:**

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**Job notes, tasks performed and reason for leaving:**

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**PERSONAL REFERENCES (not former employers or relatives)**

Name & Occupation	Address	Telephone Number

Have you been convicted of or pleaded no contest to a felony? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Applicant's Signature: \_\_\_\_\_

**This application will remain active for three months. If you have not been hired during this period, and wish to remain in consideration for employment, you must reapply. Signature Only Required During Interview Process.**

***Application Instructions***

Please fill out application and make certain you provide complete information in all of the blanks that apply to you. If sending online, a signature is not required at this time, but will be required later in the interview process. You will be contacted if you are selected for further interview.

This is a form fillable Adobe PDF employment application, you have the option to fill out, save, print and email directly from the Adobe Reader program, or you can print and fill out by hand, sending options below:

E-mail completed application to: [employment@houstonautoandtruckparts.com](mailto:employment@houstonautoandtruckparts.com)

Or Fax: (281) 448-1132

Drop off at: 2425 West Mt. Houston Road, Houston, TX 77038