

## WELCOME...

Richman BP has been in business for over 25 years at the same location it is today, just to the south off the I-235 8th Street exit, at 1272 8th Street, West Des Moines, IA. We are still in business today offering auto repair and care, towing service, a convenience store and car wash, because of the level of service we give our customers. We do full service at the pump at the self service price.

We do it all. In the Des Moines and central Iowa area, customers use us to tow in a vehicle, diagnose it, fix it, fill it up with gas, give it a car wash, and we offer shuttle service.



# CAREER APPLICATION

## EMPLOYMENT

Richman's employs about 25 people working together to ultimately provide great service to our customers. We offer a variety of employment opportunities ranging from Cashiers, Dispatchers, Store Managers, Tow Truck Drivers, Auto Technicians and many more. Our philosophy is to reward hard work and performance with advancement opportunities. At Krueger's, you'll be encouraged to develop the skills you need to achieve your goals.

### CASHIERS/DISPATCHERS

Cashiers will work in our convenience store, helping customers, stocking, cleaning and working with our dispatchers answering phones and taking calls from motor clubs, and local law enforcement agencies. We dispatch tow truck drivers all over Iowa.

### TOW TRUCK DRIVERS

Tow truck drivers work in all types of weather and on all types of calls, ranging from police impounds and accidents to doing light service calls, such as jump starts, tire changes, and lockouts. Richman's Towing works 24 hours a day and 7 days a week, so there are all types of schedule hours available.

### AUTO TECHNICIANS

Auto technicians service all types of makes and models and perform services such as full service at the pump, analysis, suggested maintenance, brake system repair and much more.

1272 8th Street, West Des Moines, IA 50265 • 515-223-1447.

Richman BP is an Equal Opportunity Employer. All applications are kept on file for six months.



# CAREER APPLICATION

Richman BP is an Equal Opportunity Employer.

Date of Application \_\_\_\_\_ Position Applied For \_\_\_\_\_  
 Referral Source:  Advertisement  Walk-in  Website  Job Line  Richman's Employee

Name \_\_\_\_\_ Social Security Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_

Telephone Numbers: Day ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Evening ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Are you at least 16 years of age?  Yes  No 18 years of age?  Yes  No 21 years of age?  Yes  No

Are you able to perform the essential functions of the job for which you applied with or without reasonable accommodations?  Yes  No

Have you ever been employed with Krueger's?  Yes  No

If yes, give dates: From \_\_\_\_\_ To \_\_\_\_\_ Location(s) \_\_\_\_\_

Do you have any relatives currently working for Krueger's? Name \_\_\_\_\_  Yes  No

Are you available to work . . .  Full Time  Part Time

On what date would you be available to begin work? \_\_\_\_\_

Have you ever been convicted of a crime other than a routine traffic violation?  Yes  No

If yes, complete the following:  Felony  Misdemeanor

Do you have a Commercial Driver's License?  Yes  No

If yes, which Class? \_\_\_\_\_

Note: If you are applying for tow truck driver or auto technician position, please bring your DOT driver's record to the interview.

## EDUCATION

|             | Please print name, city & state for each school listed | Did you graduate?<br>(Circle one) | Diploma/ Degree |
|-------------|--|-----------------------------------|-----------------|
| HIGH SCHOOL |  | YES NO                            |                 |
| COLLEGE     |  | YES NO                            |                 |
| OTHER       |  | YES NO                            |                 |

\_\_\_\_\_

# ANY SPECIAL SKILLS AND QUALIFICATIONS YOU WISH TO INCLUDE:

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## EMPLOYMENT EXPERIENCE

Start with your present or most recent job. Include military service assignments.

**1.**

|   |                             |  |
|---|-----------------------------|--|
| Past Employer   | Job Title                   | Employment Dates<br>FROM:                      TO: |
|   | Supervisor                  | Wage/Salary<br>START:                      FINAL:  |
| Address   | Duties and Responsibilities |  |
| Telephone Numbers<br>(    )                      -<br>(    )                      - | Reason for Leaving          |  |

**2.**

|   |                             |  |
|---|-----------------------------|--|
| Past Employer   | Job Title                   | Employment Dates<br>FROM:                      TO: |
|   | Supervisor                  | Wage/Salary<br>START:                      FINAL:  |
| Address   | Duties and Responsibilities |  |
| Telephone Numbers<br>(    )                      -<br>(    )                      - | Reason for Leaving          |  |

**3.**

|   |                             |  |
|---|-----------------------------|--|
| Past Employer   | Job Title                   | Employment Dates<br>FROM:                      TO: |
|   | Supervisor                  | Wage/Salary<br>START:                      FINAL:  |
| Address   | Duties and Responsibilities |  |
| Telephone Numbers<br>(    )                      -<br>(    )                      - | Reason for Leaving          |  |

# CAREER APPLICATION

I certify that answers given herein are true and complete to the best of my knowledge. I authorize the verification of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for six months. Any applicant wishing to be considered for employment beyond the six month time period should inquire as to whether or not applications are being accepted at that time.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of Richman BP.

I understand that some positions with Richman BP require a pre-employment physical, drug test, and comprehensive criminal background screening. If required, the applicant will be informed prior to employment. I also understand that some positions require the examination of driving records prior to employment.

In the event of employment, I understand that I must complete the Employment Packet.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## REFERENCES

Hiring Manager, be sure to record the following information obtained from the reference call.

**1.**

|   |                  |                 |
|---|------------------|-----------------|
| Company Contacted                                     | Person Contacted | Date of Contact |
| Dates of Employment<br>From:                      To: | Position Held    | Wage/Salary     |

Would you rehire?      Yes      No

Reason for leaving: \_\_\_\_\_

Reference check performed by: \_\_\_\_\_

**2.**

|   |                  |                 |
|---|------------------|-----------------|
| Company Contacted                                     | Person Contacted | Date of Contact |
| Dates of Employment<br>From:                      To: | Position Held    | Wage/Salary     |

Would you rehire?      Yes      No

Reason for leaving: \_\_\_\_\_

Reference check performed by: \_\_\_\_\_

**3.**

|   |                  |                 |
|---|------------------|-----------------|
| Company Contacted                                     | Person Contacted | Date of Contact |
| Dates of Employment<br>From:                      To: | Position Held    | Wage/Salary     |

Would you rehire?      Yes      No

Reason for leaving: \_\_\_\_\_

Reference check performed by: \_\_\_\_\_