



Application for Employment

PERSONAL INFORMATION (please print or type all information)

Last Name:	First Name:	Middle Name:	Date:
Street Address:		City, State:	Zip Code:
Home Telephone:	Cell Telephone:		
E-Mail Address:	Social Security Number:		
Do you have a valid drivers license?	Drivers License Number:		
Number of accidents in past 3 years:	# of moving violations in past 3 years:		

POSITION APPLYING FOR

Position Desired:	Salary Desired: \$
How did you find out about this position?	
Have you ever applied for a position with us before?	
If yes, please tell us when you applied and for what position.	
Are you acquainted with or related to someone in our company?	
If yes, please identify the person and describe the relationship.	
Have you ever worked for our company before?	
If yes, please give dates and department/position.	

EDUCATION

School Name	City, State	Major Course of Study	Highest Grade/Degree
HIGH SCHOOL			
COLLEGE			
BUSINESS, TECHNICAL, TRADE SCHOOL			
Activities, honors, offices held that are job related (omit those which indicate race, religion, national origin, color, sex, age or disability):			
Describe other job-related training (omit those which indicate race, religion, national origin, color, sex, age or disability):			

US MILITARY SERVICE

Branch	Military Specialty	Highest Rank	Special Honors/Training/Service Schools Attended

CRIMINAL HISTORY

Have you ever been convicted of a crime?	
If yes, explain the number of convictions, nature of offense(s), when offense(s) occurred and sentence(s) imposed:	

WORK EXPERIENCE (begin with most recent position)

Employer		Address	City, State
Phone Number	Supervisor	May we contact?	Final Job/Position
Dates Employed		Start Pay Rate	Final Pay Rate
TO:	FROM:	\$	\$
Work performed:			
Reason for leaving (be specific):			

Employer		Address	City, State
Phone Number	Supervisor	May we contact?	Final Job/Position
Dates Employed		Start Pay Rate	Final Pay Rate
TO:	FROM:	\$	\$
Work performed:			
Reason for leaving (be specific):			

Employer		Address	City, State
Phone Number	Supervisor	May we contact?	Final Job/Position
Dates Employed		Start Pay Rate	Final Pay Rate
TO:	FROM:	\$	\$
Work performed:			
Reason for leaving (be specific):			

Employer		Address	City, State
Phone Number	Supervisor	May we contact?	Final Job/Position
Dates Employed		Start Pay Rate	Final Pay Rate
TO:	FROM:	\$	\$
Work performed:			
Reason for leaving (be specific):			

Have you ever been terminated or suspended from any previous employment? If yes, please describe the circumstances.

SPECIALIZED SKILLS

Please describe any job-related licenses or certifications you have.

ADDITIONAL INFORMATION

Would you consider relocation?	
If yes, please list limitations.	
Would you travel if necessary?	
If yes, please list limitations.	

PERSONAL REFERENCES - please list 3 persons to whom you are not related and by whom you have not been employed

Name / Phone	Address	Occupation	Years Known

CONDITIONS FOR EMPLOYMENT - please read the following statements carefully as they constitute conditions for employment

1. The information that I have provided on this application is accurate and true to the best of my knowledge.

2. I understand that any misrepresentation or omission of a fact on my application, resume or during the interview or hiring process may result in the refusal of employment, or if employed, immediate termination from employment.

3. The persons, schools, current and prior employers (if approved in the Employment History section), and other organizations or employers named in this application are authorized by me to verify the information I have provided and to provide information that may be requested to arrive at an employment decision. I am willing that a photocopy of this authorization be accepted with the same authority as the original. I hereby waive any claims and release all persons, schools, current and prior employers and other organizations from any liability arising from the disclosure of any of the above information whether in writing or orally and further waive any claims and release this company from any liability arising from reliance on the aforementioned information or the use, publication or retention of such information within the context of its application review procedures.

4. I will be able, if hired, to certify that I am authorized to work in the United States of America, and understand that in accordance with the Immigration Reform and Control Act that I will be required to provide timely documentation of identity and employment eligibility.

5. In the event that I am employed, I agree to conform to all company rules and regulations. I understand and agree that if I am employed, I shall be employed on an at-will basis. As an at-will employee, I understand and agree that either the company or I can terminate our employment relationship at any time for any reason, with or without advance notice and with or without cause. I understand and agree that, although over the course of my employment, other terms and conditions of my employment may change, the at-will term of my employment will not change. I understand that no one other than the Chief Executive Officer of the company may enter into any agreement with me contrary to the foregoing and that any such contrary agreement must be in writing and signed by the Chief Executive Officer.

6. Although the company makes every effort to accommodate individual preferences, business needs may make the following conditions necessary: overtime, shift work, a rotating work schedule or a work schedule that includes Saturday and/or Sunday. I understand and accept these as conditions of my employment.

7. I agree to protect confidential information, trade secrets and proprietary information of the company, and of the company's vendors, licensors, marketing partners or clients entrusted to the company, and I will not disclose to the company any confidential information of others.

Signature

Date