



Application for Employment

(Please Print)

Date: _____

I. Personal Information

Name: _____
Last First Middle

Social Security Number: _____ - _____ - _____ Telephone: _____

Present Address:

Street: _____ Apt. # _____

City: _____, State: _____ Zip: _____

Permanent Address (if different from above):

Street: _____ Apt. # _____

City: _____, State: _____ Zip: _____

Please list all previous addresses for the past 10 years:

Street: _____ Apt. # _____

City: _____, State: _____ Zip: _____

Street: _____ Apt. # _____

City: _____, State: _____ Zip: _____

Street: _____ Apt. # _____

City: _____, State: _____ Zip: _____

Street: _____ Apt. # _____

City: _____, State: _____ Zip: _____

Position Applied For: _____

2. Is there any information we, would need about your name or use of another name for us to be able to check your work record? () Yes () No Please specify: _____
3. How were you referred to X-Tech System? _____
4. Can you perform the essential functions of the job for which you are applying, as described in the applicable job description, with or without reasonable accommodation? () Yes () No



5. Have you been convicted of a felony within the last seven years? ()Yes ()No
Do not list convictions for which the record has been judicially ordered sealed, expunged or post-statutorily eradicated, or marijuana convictions more than two years old.

NOTE: A conviction will not necessarily disqualify an applicant from employment.

If yes, please give date, place, offense, and outcome: _____

6. Have you ever been fired or forced to resign from a prior position? ()Yes ()No Please specify: _____

II. Educational History

| School name and location | Last grade completed | Did you graduate | Subjects studied and degrees received |
|-----------------------------|-------------------------|---------------------|--|
|-----------------------------|-------------------------|---------------------|--|

High school: _____

College: _____

Tech Training: _____

Other: _____

Skills (List abilities as well as software applications, equipment, techniques, etc. with which you are familiar).

State any additional information you feel may be helpful in considering your application.

**III. Employment Record**

Note: Include ALL employment for the last five (5) years. Current or most recent employer first; include military service and volunteer activities. Use a separate sheet to list additional employers, if necessary. Please also attach a Resume if you have one. Explain any gaps in employment.

1. _____
Company name

_____ Position held
_____ from _____ to _____
Address Dates employed

_____ Manager/Supervisor Telephone Wages/Salary

_____ Reason for leaving

2. _____
Company name

_____ Position held
_____ from _____ to _____
Address Dates employed

_____ Manager/Supervisor Telephone Wages/Salary

_____ Reason for leaving

3. _____
Company name

_____ Position held
_____ from _____ to _____
Address Dates employed

_____ Manager/Supervisor Telephone Wages/Salary

_____ Reason for leaving



4. _____
 Company name Position held

_____ from _____ to _____
 Address Dates employed

_____ Telephone _____ Wages/Salary
 Manager/Supervisor

_____ Reason for leaving

5. _____
 Company name Position held

_____ from _____ to _____
 Address Dates employed

_____ Telephone _____ Wages/Salary
 Manager/Supervisor

_____ Reason for leaving

*NOTE: We will contact all of the employers listed on this application unless you specifically exclude them below.
 Please list any employers you do not want us to contact and your reason for their exclusion:*

 Employer's name Reason

 Employer's name Reason

IV. Professional References

Note: Please include at least two managers or supervisors. Do not include relatives or personal associates.

1. _____
 Name Years known

_____ Telephone
 Address

_____ Occupation



2. _____
Name

Years known

Address

Telephone

Occupation

3. _____
Name

Years known

Address

Telephone

Occupation

V. Work Availability

1. If your application receives favorable consideration, when will you be available to begin work? _____
2. Are you able to work overtime as required? Yes No
3. Can you work on Saturday? Yes No
4. Can you work on Sunday? Yes No
5. Can you travel if required by this position? Yes No

VI. Salary / Hourly Rate Requirements

If your application receives favorable consideration, what salary / hourly rate would you request?

\$ _____ per _____

**Please read carefully and initial each paragraph:**

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material act on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and further authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation of disclosure.

_____ I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promise or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's Chief Executive Officer.

APPLICANT'S STATEMENT:

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

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby acknowledge that if I am hired any employment relationship with this Company is of "at will" nature, which means that I May resign at any time and the Company may discharge me at any time with or without cause. It is further understood that "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the Chief Executive Officer of the Company and the Employee.

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 the Company.

I understand that any offer of employment is conditioned on my providing satisfactory proof of my identity and legal authority to work in the United States.

Signature of applicant

Date