



**EMPLOYMENT HISTORY**

List your last three jobs – most recent first. Please answer even if you enclose a resume.

Employer Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Dates worked: From (month/year) To (month/year) \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Duties: \_\_\_\_\_

Reason for leaving (or for intending to leave): \_\_\_\_\_

May we contact for a reference: Yes \_\_\_\_\_ No \_\_\_\_\_ If no, why not? \_\_\_\_\_

Employer Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Dates worked: From (month/year) To (month/year) \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Duties: \_\_\_\_\_

Reason for leaving (or for intending to leave): \_\_\_\_\_

May we contact for a reference: Yes \_\_\_\_\_ No \_\_\_\_\_ If no, why not? \_\_\_\_\_

Employer Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Dates worked: From (month/year) To (month/year) \_\_\_\_\_

Address: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Duties: \_\_\_\_\_

Reason for leaving (or for intending to leave): \_\_\_\_\_

May we contact for a reference: Yes \_\_\_\_\_ No \_\_\_\_\_ If no, why not? \_\_\_\_\_

Explain any gap in employment: \_\_\_\_\_

Is there any reason that you will not be able to perform all duties of the job(s) for which you have applied? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, give details: \_\_\_\_\_



**AUTHORIZATION**

*Please read and fully understand the text below, initial separately each paragraph, and date and sign at the bottom*

\_\_\_\_ 1. I acknowledge and attest that the information on this application is correct and complete to the best of my knowledge. I understand that falsification or omission of any material information on the application or in the interviewing process or in my resume, if I receive a job offer, may be considered sufficient cause for immediate termination. I understand that this application will no longer be active and I will receive no further consideration once the position for which I am applying has been filled.

\_\_\_\_ 2. I authorize the company to research and investigate, through the references I have supplied and any other lawful channels, my employment history, education, skills and any other matter related to my qualifications for the position applied for. Further, I hereby release the company, all my past employers, all my past educational institutions and all other individuals, corporations, partnerships and organizations from my claims, demands, suits and/or liabilities arising from or in any way related to such research, investigation and/or disclosure.

\_\_\_\_ 3. I acknowledge and agree that in order to enable the company to determine whether I possess the skills and other personal qualities necessary to qualify for the position I am applying for, the company may engage in a testing and interview process. The tests may include but not be limited to those that measure intelligence, aptitude, personality traits required to meet the requirements of the position, including but not limited to the company's standards for performance, interpersonal relations and competence on the job. Accordingly, I hereby release the company and any and all company employees, representatives, associated testing services and any and all other individuals, corporations, partnerships and organizations from any and all claims, demands, suits and/or liabilities – including but not limited to claims based on any state or federal rights of privacy – arising from or in any way related to such testing and interview processes.

\_\_\_\_ 4. I acknowledge and agree that in the event of any claim or dispute that arises from any submissions of this application and that cannot be resolved by initial direct communication between myself and the company, the claim or dispute shall be settled by binding arbitration. The American Arbitration Association (AAA) shall arbitrate such dispute unless another third party arbitrator is agreed upon in writing by both parties. In the event I am hired by the company, then its published policies and procedures for resolution, mediation and arbitration of disputes with employees, included but not limited to those stated in the company's employment agreement shall replace this agreement in arbitration.

\_\_\_\_ 5. I acknowledge and agree that nothing in this application and nothing in communication between me and the company representative or associates during the application, interview and/or testing process is intended to create an offer of employment or a contract of employment between me and the company. I further acknowledge and agree that if hired by the company, nothing in this application and nothing in communication between me and the company representatives or associates during the application, interview, and/or testing process and nothing in my employment is intended to create or should be constructed to create anything other than employment for no definite or determinable period and employment that may be terminated by either me or the company at any time, for any reason or no reason at all without prior notice. I further acknowledge and agree that no promises or representations contrary to any of the points made in these five numbered paragraphs are binding on the company unless stated in writing and signed by me and an authorized company representative.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Interview by: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*\*DO NOT WRITE BELOW THIS LINE\*\*\*\*\*

NOTES:

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