

## Application for Employment

*An Equal Opportunity Employer*

### Please Print

\_\_\_\_\_  
Date Last Name First Name MI

Present Address

\_\_\_\_\_  
Number & Street City State Zip  
Permanent Address (if different from present address)

\_\_\_\_\_  
Number & Street City State Zip

\_\_\_\_\_  
Home Phone Business Phone Cellular Phone

### Employment Desired

Position applying for: \_\_\_\_\_

### Personal Information

Have you ever applied to or worked for **Ecom Engineering** before?  Yes  No

If yes, when? \_\_\_\_\_

Do you have any friends or relatives working for **Ecom Engineering**?  Yes  No

If yes, state name and relationship:

\_\_\_\_\_  
Name Relationship

Why are you applying for work at **Ecom Engineering**?

- \_\_\_\_\_  
 Yes  No If hired, would you have a reliable means of transportation to and from work?  
 Yes  No Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.)  
 Yes  No If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?  
 Yes  No Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?

If no, describe the functions that cannot be performed.

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

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

Yes     No    Have you ever been convicted of a criminal offense (felony or serious misdemeanor)?  
(Convictions for marijuana-related offenses that are more than two years old need not be listed.)

If yes, state nature of the crime(s), when and where convicted, and disposition of the case.

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(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances, and the relevance of the offense to the position(s) applied for may, however, be considered.)

### Education, Training and Experience

School	Name and Address	# Years Completed	Did you Graduate?	Degree or Diploma
<b>High School</b>	Name _____	_____	<input type="checkbox"/> Yes	_____
	Address _____		<input type="checkbox"/> No	
	City _____ State _____ Zip _____			
<b>College / University</b>	Name _____	_____	<input type="checkbox"/> Yes	_____
	Address _____		<input type="checkbox"/> No	
	City _____ State _____ Zip _____			
<b>College / University</b>	Name _____	_____	<input type="checkbox"/> Yes	_____
	Address _____		<input type="checkbox"/> No	
	City _____ State _____ Zip _____			
<b>Vocational/ Business</b>	Name _____	_____	<input type="checkbox"/> Yes	_____
	Address _____		<input type="checkbox"/> No	
	City _____ State _____ Zip _____			

## Employment History

List below all present and past employment starting with your most recent employer for the last three years. Account for all periods of unemployment. You must complete this section even if attaching a resume. Attach additional page(s) if necessary.

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**Name of Employer**

---

Telephone Number

---

Type of Business

---

Your Supervisor's Name

---

Address & Street

---

City

---

State

---

Zip

---

Dates of Employment: \_\_\_\_\_ : \_\_\_\_\_  
From To Starting Ending

---

Your Position and Duties

---

Reason for Leaving

May we contact this employer for a reference?  Yes  No

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**Name of Employer**

---

Telephone Number

---

Type of Business

---

Your Supervisor's Name

---

Address & Street

---

City

---

State

---

Zip

---

Dates of Employment: \_\_\_\_\_ : \_\_\_\_\_  
From To Starting Ending

---

Your Position and Duties

---

Reason for Leaving

May we contact this employer for a reference?  Yes  No

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**Name of Employer**

---

Telephone Number

---

Type of Business

---

Your Supervisor's Name

---

Address & Street

---

City

---

State

---

Zip

---

Dates of Employment: \_\_\_\_\_ : \_\_\_\_\_  
From To Starting Ending

---

Your Position and Duties

---

Reason for Leaving

May we contact this employer for a reference?  Yes  No

## References

List below two persons not related to you who have knowledge of your work performance within the last three years.

\_\_\_\_\_  
**First Name**

\_\_\_\_\_  
**Last Name**

\_\_\_\_\_  
**Telephone Number**

\_\_\_\_\_  
Address & Street

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
No. of Years Acquainted

\_\_\_\_\_  
**First Name**

\_\_\_\_\_  
**Last Name**

\_\_\_\_\_  
**Telephone Number**

\_\_\_\_\_  
Address & Street

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
No. of Years Acquainted

### Please Read Carefully, Initial Each Paragraph and Sign Below

\_\_\_\_\_  
Initial 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 fact 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.

\_\_\_\_\_  
Initial I hereby authorize **Ecom Engineering**, 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 or disclosure.

\_\_\_\_\_  
Initial 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 promises or representations contrary to the foregoing are binding on the Company unless made in writing and signed by me and the Company's designated representative.

\_\_\_\_\_  
Initial Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by the Company. I am entitled to copies of any such public records obtained by the Company unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above

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

\_\_\_\_\_  
Date