

## APPLICATION FOR EMPLOYMENT

Position Applying for:	Date:
------------------------	-------

### APPLICANT INFORMATION

Name (Last, First):		
Street Address:		
City:	State:	Zip code:
Phone:	Email:	
Have you ever worked or attended school under any other names?    Yes    No    If yes, please explain:		

### ELIGIBILITY

Availability:	Full-time	Part-time	Temporary	Seasonal
Date you can start:	Desired salary:			
Have you applied at Qualtek before?	Yes	No	If yes, please give date:	
Have you worked for Qualtek before?	Yes	No	Latest position held:	
How did you hear about us?			Dates:	
Walk-in		Qualtek Website		Word of Mouth
Social Media		Job Board		Other – Please Explain:
Please list any friends or relatives who work here and their relationship to you:				

### EDUCATION

Educational Level	Name of Institution	Dates Attended		Did you graduate?	Degree / Major Course of Study
		From	To		
High School/GED					
College/University					
Graduate School					
Trade or Technical School					
Other					

**EMPLOYMENT (LIST UP TO 4 EMPLOYERS, STARTING WITH THE MOST RECENT OR CURRENT)**

Name of Employer:			Starting Position:		
Street Address:			Ending Position:		
City:	State:	Zip code:	Start Date:	End Date:	
Name and title of immediate supervisor:					
Current employer?	Yes	No	May we contact this employer?	Yes	No
Phone:					
Reason for leaving:					

Name of Employer:			Starting Position:		
Street Address:			Ending Position:		
City:	State:	Zip code:	Start Date:	End Date:	
Name and title of immediate supervisor:					
Current employer?	Yes	No	May we contact this employer?	Yes	No
Phone:					
Reason for leaving:					

Name of Employer:			Starting Position:		
Street Address:			Ending Position:		
City:	State:	Zip code:	Start Date:	End Date:	
Name and title of immediate supervisor:					
Current employer?	Yes	No	May we contact this employer?	Yes	No
Phone:					
Reason for leaving:					

Name of Employer:			Starting Position:		
Street Address:			Ending Position:		
City:	State:	Zip code:	Start Date:	End Date:	
Name and title of immediate supervisor:					
Current employer?	Yes	No	May we contact this employer?	Yes	No
Phone:					
Reason for leaving:					

**ADDITIONAL QUESTIONS**

Are you authorized to work in the US for any employer? You will be required to provide proof of employment eligibility upon hire.	Yes	No
Are you 18 years of age or older?	Yes	No
May we contact your present employer?	Yes	No
Do you have a reliable means of transportation?	Yes	No
Are you able to work overtime if necessary?	Yes	No
Are there any hours, shifts, days you will not work? If yes, please list:	Yes	No
If selected for employment, are you willing to submit to a pre-employment drug screening test?	Yes	No
Are you able to perform the essential functions of the job with or without reasonable accommodation?	Yes	No
Have you ever been fired from a job or asked to resign? If yes, please explain:	Yes	No

**APPLICANT STATEMENT**

Please read before signing the employment application:

ERC is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, age, sex, religion, national origin, disability, sexual orientation, or marital status. We assure you that your opportunity for employment with us depends solely on your qualifications.

I understand that the employer will thoroughly investigate my work and personal history and verify all data given on this application, on related papers, and in interviews. I authorize all individuals, schools, and firms named therein, except my current employer if so noted, to provide any information requested about me, and I release them from all liability for damage in providing this information.

I understand that the employer follows an "employment at will" policy, in that I or the employer may terminate my employment at any time, or for any reason consistent with applicable state or federal law; this "employment at will" policy cannot be changed verbally or in writing, unless the change is specifically authorized in writing by the Human Resource Director of this organization. I understand that this application is not a contract of employment. I understand that federal law prohibits the employment of unauthorized aliens; all persons hired must submit satisfactory proof of employment authorization and identity; failure to submit such proof will result in denial of employment.

I understand this application will be active for a period of three months; after that time, if I wish to be considered for employment, I must submit a new application.

If employed by ERC, I will comply with any rules or regulations set forth in its employee handbooks, policies and procedures manuals, and in other communications distributed or announced to employees.

I hereby waive and release ERC and its directors, officers, employees, agents, and representatives from any and all claims that might arise from reviewing and processing my application and conducting the above-referenced background investigations. I understand that my employment with ERC and any offer of employment are conditioned on the receipt by ERC of background information completely satisfactory to ERC. ERC may withdraw an offer of employment or terminate employment if new or different information that reflects negatively on my qualifications or credentials is received by ERC.

I certify that all the statements herein are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date