



APPLICATION FOR EMPLOYMENT

280 Clinton Street • Springfield, VT 05156

Date _____

Qualified applicants will receive consideration without regard to race, color, creed, sex, age, national origin, ancestry, religion, veteran status, physical or mental condition, and place of birth or any other legally protected status.

Name _____

List any other names or spellings previously used _____

Street Address _____

City _____ State _____ Zip _____

Telephone Number _____ E-mail Address: _____

Position applied for _____ Rate of pay expected _____

Are you legally eligible for employment in the United States? Yes No

Are you willing to work Full-time Part-time Overtime if requested Nights

Have you ever been employed by this company before? Yes No

If Yes, when? _____

Who do you know that is currently employed by PCM Image-Tek? _____

Have you ever been convicted of a felony, Yes No
excluding misdemeanors and summary offenses? If yes, describe in full _____

(Note: conviction of a felony does not automatically disqualify you from employment)

Special training or skills _____

EDUCATION:

	School Name and Address	Years Attended	Course or Major	Graduation Date
Elementary	_____	_____	_____	_____
High School	_____	_____	_____	_____
College	_____	_____	_____	_____

REFERENCES:

Please give the names, address, and occupations of at least three people who are not related to you and have known you during the past five years. Do not give names of former employers.

	Name	Address	Telephone	Occupation
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

EMPLOYMENT HISTORY:

Please give accurate, complete full-time and part-time employment record. Start with your most recent employer.

Company _____ Telephone _____
Address _____ Name of Supervisor _____
Dates Employed - month/year _____ Weekly pay, Start / Last _____
Job Title / Describe your work _____
Reason for Leaving _____

Company _____ Telephone _____
Address _____ Name of Supervisor _____
Dates Employed - month/year _____ Weekly pay, Start / Last _____
Job Title / Describe your work _____
Reason for Leaving _____

Company _____ Telephone _____
Address _____ Name of Supervisor _____
Dates Employed - month/year _____ Weekly pay, Start / Last _____
Job Title / Describe your work _____
Reason for Leaving _____

We may contact the employers listed unless you indicate those you do not want us to contact below:

APPLICANT’S CERTIFICATION

*THIS APPLICATION IS NOT COMPLETE AND WILL NOT BE CONSIDERED
UNTIL THE APPLICANT HAS READ AND SIGNED BELOW:*

The information provided in this Application for Employment is true, correct, and complete to the best of my knowledge. I understand that omissions or deliberate misinformation will disqualify my application and if employed, may result in my dismissal.

Submission of this application is a preliminary step to employment and in no way obligates PCM Image-Tek to offer employment to the applicant. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. PCM Image-Tek has an “at will” employment relationship with its employees. This means that either the employee or PCM Image-Tek may terminate the employment relationship at any time, with or without notice, for any reason or no reason at all.

I understand that if employed, PCM Image-Tek is hereby authorized to make any investigation of my personal history and credit record through any investigative or credit agencies or bureaus of your choice. I am consenting to the release of any information about my education, experience, abilities or work-related characteristics or traits held or known by other organizations or individuals, including schools and educational institutions, professional or business associates, former supervisors, co-workers and friends the PCM Image-Tek might contact in the course of conducting a reference check or background investigation of my suitability for employment.

Signature of Applicant _____ Date _____