



Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: () _____ E-mail Address: _____

Date Available: _____ Desired Salary: \$ _____

Position Applied for: _____

Would you be able and willing to work overtime as necessary?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If applying for a welding position, are you willing to take a welding test the day of your interview?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Are you able to perform the essential functions of this job?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Are you able to lift a 75-pound weight and carry it 10 yards, as that is part of the job?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>
Have you ever applied at SYSTEMS before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	

Education

High School: _____ Address: _____
From: _____ To: _____ Did you graduate? YES NO Degree: _____

College: _____ Address: _____
From: _____ To: _____ Did you graduate? YES NO Degree: _____

Trade, Business or Other Schooling: _____ Address: _____
From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three references.

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Previous Employment - Starting with the Most Recent

Company: _____ Phone: () _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: () _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I understand that if I am hired by SYSTEMS Equipment Corporation (hereafter referred to as SYSTEMS), I will be required to attest to my identity and employment eligibility, and to present documents confirming my identity and employment eligibility. I understand that I will not be hired if I cannot comply with these requirements.

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by SYSTEMS.

I understand that any employment is conditioned on a background check. I authorize SYSTEMS to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character, and general reputation to SYSTEMS, without giving me prior notice of such disclosure. In addition, I release SYSTEMS, any former employers and all references listed above from any and all claims, demands, or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or SYSTEMS. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon SYSTEMS unless made in writing.

If I am offered employment, I agree to a medical examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by SYSTEMS and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to SYSTEMS the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug testing, and if I am hired a condition of my employment will be that I abide by SYSTEMS' Drug and Alcohol Policy.

I understand that filling out this form does not necessarily indicate there is a position open and does not obligate SYSTEMS to hire. If hired, I agree to abide by all SYSTEMS' work rules, policies, and procedures. SYSTEMS retains the right to revise its policies or procedures, in whole or in part, at any time.

Signature: _____ Date: _____