



****An Equal Opportunity Employer****

APPLICATION FOR EMPLOYMENT

Notice: Applicant should read carefully before answering any of the questions on this form. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Applicants requiring reasonable accommodation in the application or interview process should notify a company representative.

Date: _____

Name:

_____ *Last* _____ *First* _____ *Middle*
Home Phone: _____ Second Phone: _____

Address: _____ Apt# _____

City: _____ State: _____ Zip: _____

Social Security #: _____ Date Available: _____

Are You: (Check One) Citizen of the United States? _____ Otherwise Legally Authorized to Work? _____
(Proof Required at Time of Employment)

Shift Preference: ___ 1st ___ 2nd ___ Either Can you work Overtime if Needed? ___ Yes ___ No

Own Car? ___ Yes ___ No Drivers License Number _____

Have you completed an application with us in the past? If so when? _____

The Company requires that you be a minimum of 18 years old to work here. Do you meet this requirement? ___ Yes ___ No

_____ In Emergency Notify: _____

Name _____ Address _____ Telephone _____

POSITION APPLIED FOR: _____ Temporary ___ Full Time ___ Part Time ___

ACCEPTABLE HOURLY WAGE: _____

Are You Willing to Submit to Controlled Substance Testing? Yes ___ No ___

List any computer skills and/or software programs you have experience with: _____

Are you qualified through experience to operate? Light Truck ___ Heavy Truck ___ Forklift ___

Current Special Skills License:	State Licensed:	Year Obtained:

**Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, the surrounding circumstances and relevance of the offense to the position applied for may, however, be considered.*

Have you ever been convicted of a crime? No Yes Felony _____ Misdemeanor _____

Please Explain _____

Are you currently on Probation? Yes No If yes, please provide the following:

Probation Officer's Name _____

Telephone Number _____

Employment History – (Must be Completed Even If Resume is Attached)

<u>Dates: From/To Mo&Year</u>	<u>Company (Name & City)</u>	<u>Rate of Pay (Hourly):</u>	<u>Supervisor & Phone Number</u>	<u>Duties</u>	<u>Reason Left</u>

Explain any periods of unemployment shown above:

If now employed, may we contact your current employer? Yes No (Check one)

Have you lived at the address as shown on this application for at least 5 years? Yes No If not, please provide all your places of residence for the last 5 years:

Dates: From-To	Street Address	City/State	Zip Code

Military Background: Yes _____ No _____
 Branch _____ Rank _____ Years Served _____

Education

Are You a High School Graduate? Yes No Graduated From _____

Did You Attend College? Yes No Where? _____
Degree Obtained? Yes No

Technical School, Other? Yes No Where? _____
Certificate or Degree Obtained? Yes No

Relatives and Friends Employed by BindTech, Inc.

How did you hear about us? (Circle)

Advertisement Relative Other
Classifieds Friend Walk-In

References

Please list (2) two job related references (other than relatives) who can tell us about your experience, abilities and work habits.

Name	Position	Telephone
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Please Read Carefully:

I certify that the information contained in this application is true, accurate and complete to the best of my knowledge. I authorize investigation of my employment history, character and background, qualifications, and all information given and statements made in this application for employment as may be necessary in determining my qualifications for employment. I understand that any false statement, any misstatement or omission of fact on this application or in subsequent interviews/conversations may result in my being dropped as a candidate or, if employed, may result in my immediate termination of employment, regardless of when discovered.

I understand that this application is valid for a period of 12 months or until the position is filled, which ever occurs first.

I understand that employment with BindTech is not a contract of employment nor is it employment for any specified term. Employment with the company is at the mutual consent of myself and the company. By completing this application I acknowledge that, if employed, either I or the company can terminate the employment relationship at-will, with or without cause, with or without notice, at any time.

I understand that (1) BindTech has a drug and alcohol policy that requires pre-employment testing as well as testing after employment (2) consent to and compliance with such policy is a condition of employment (3) continued employment is based on the successful passing of testing under such policy.

If employed, I authorize the company, in its sole discretion, to supply my employment record, in whole or in part, to any prospective employer, governmental agency, or other party, with an interest that the Company deems appropriate.

I understand that the Company may unilaterally change their benefits, policies and procedures, and such changes may include reduction in benefits.

Signature of Applicant

Date