



APPLICATION FOR EMPLOYMENT
(AN EQUAL OPPORTUNITY EMPLOYER)

DATE: _____

PERSONAL INFORMATION

NAME: _____
(LAST, FIRST, MIDDLE INITIAL) - PLEASE PRINT

PRESENT ADDRESS _____
STREET CITY STATE ZIP CODE

PERMANENT ADDRESS _____
STREET CITY STATE ZIP CODE

TELEPHONE (_____) - _____ ARE YOU 18 YEARS OR OLDER? ____ YES ____ NO

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THE U.S.? ____ YES ____ NO

DO YOU HAVE ANY LIMITATIONS THAT PRECLUDE YOU FROM PERFORMING ANY WORK FOR WHICH YOU ARE BEING CONSIDERED? ____ YES ____ NO IF YES, WHAT CAN BE DONE TO ACCOMODATE YOUR LIMITATION? _____

EMPLOYMENT DESIRED

POSITION _____ FULL-TIME ____ PART-TIME ____

DATE YOU CAN START _____ CAN YOU WORK OVERTIME? _____ SALARY DESIRED _____

REFERRED TO LANDMARK SCIENCE & ENGINEERING BY: ____ AD ____ AGENCY ____ FRIEND
____ STATE EMPLOYMENT OFFICE ____ COLLEGE PLACEMENT SERVICE ____ WALK-IN ____ OTHER

DO YOU HAE ANY BUSINESS INTEREST, EMPLOYMENT, OR OTHER OBLIGATIONS WHICH MIGHT CONFLICT WITH LANDMARK SCIENCE & ENGINEERING'S BUSINESS INTEREST? ____ YES ____ NO

EDUCATION

SCHOOL LEVEL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	YEARS COMPLETED	DEGREE RECEIVED
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HIGH SCHOOL

COLLEGE OR UNIVERSITY

GRADUATE SCHOOL

OTHER

PLEASE LIST TITLES FOR ANY PATENTS, PAPERS, THESES, OR ARTICLES _____

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK _____

SPECIAL TRAINING _____

SPECIAL SKILLS _____

EMPLOYMENT RECORD

(LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST)

=====

1. NAME OF EMPLOYER: (LAST OR PRESENT JOB) _____
ADDRESS: _____
DATES OF EMPLOYMENT: FROM _____ TO _____
JOB TITLES: _____ DUTIES _____
NAME AND TITLE OF IMMEDIATE SUPERVISOR: _____ MAY WE CONTACT? _____
SUPERVISOR: _____ PHONE NO.: _____
REASON FOR LEAVING: _____

2. NAME OF EMPLOYER: (LAST OR PRESENT JOB) _____
ADDRESS: _____
DATES OF EMPLOYMENT: FROM _____ TO _____
JOB TITLES: _____ DUTIES _____
NAME AND TITLE OF IMMEDIATE SUPERVISOR: _____ MAY WE CONTACT? _____
SUPERVISOR: _____ PHONE NO.: _____
REASON FOR LEAVING: _____

3. NAME OF EMPLOYER: (LAST OR PRESENT JOB) _____
ADDRESS: _____
DATES OF EMPLOYMENT: FROM _____ TO _____
JOB TITLES: _____ DUTIES _____
NAME AND TITLE OF IMMEDIATE SUPERVISOR: _____ MAY WE CONTACT? _____
SUPERVISOR: _____ PHONE NO.: _____
REASON FOR LEAVING: _____

REFERENCES

GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

	NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

SERVICE RECORD

HAVE YOU EVER SERVED IN U.S. ARMED FORCES? _____ YES _____ NO

IF YES, BRIEFLY DESCRIBE THE NATURE OF YOUR DUTIES _____

PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES _____ YES _____ NO

DATE OBLIGATION ENDS _____

AUTHORIZATION

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION MAY BE GROUNDS FOR DISMISSAL.

I ACKNOWLEDGE THAT THE FIRM MAY CONTACT ANY PERSON WHOSE NAME I PROVIDED AS A REFERENCE DURING THE APPLICATION/HIRING PROCESS, AND HEREBY AUTHORIZE SAID PERSON(S) TO PROVIDE FULL AND COMPLETE INFORMATION CONCERNING MY SUITABILITY FOR EMPLOYMENT. I ALSO ACKNOWLEDGE THAT THE FIRM MAY CONDUCT A CRIMINAL BACKGROUND CHECK OR CREDIT HISTORY CHECK, BASED UPON MY JOB DUTIES. I HEREBY AUTHORIZE THE FIRM TO CONDUCT A CRIMINAL BACKGROUND CHECK AND/OR A REVIEW OF MY CREDIT HISTORY, AND ACKNOWLEDGE THAT MY HIRING AND/OR CONTINUED EMPLOYMENT MAY BE CONDITIONED UPON THE RESULTS.

I HEREBY RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU."

"I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS EMPLOYMENT AT WILL AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT ANY PRIOR NOTICE."

DATE: _____

SIGNATURE: _____

DO NOT WRITE IN THIS SPACE

FOR INTERVIEWER'S USE

INTERVIEWER _____

HIRED _____ FOR DEPT. _____ POSITION _____

START DATE _____ SALARY _____ FULL-TIME _____ PART-TIME _____

APPROVED BY _____ DATE _____

APPROVED BY _____ DATE _____

COMMENTS: