

PERSONAL DATA

NAME LAST		FIRST		MIDDLE		DATE
PRESENT ADDRESS (STREET, CITY, STATE, ZIP CODE)						
PERMANENT ADDRESS (IF DIFFERENT FROM ABOVE)						
HOME PHONE		BUSINESS / MOBILE PHONE		DRIVER'S LICENSE OR ID NUMBER & STATE		
ARE YOU LEGALLY AUTHORIZED OR PERMITTED TO WORK IN THE UNITED STATES? YES ___ NO ___	ARE YOU 18 OR OVER? YES ___ NO ___		HAVE YOU EVER BEEN CONVICTED OF A CRIME?*(ANSWERING YES TO THIS QUESTION WILL NOT BE AN ABSOLUTE BAR TO AN OFFER OF EMPLOYMENT.) YES ___ NO___ IF YES, EXPLAIN BELOW			

PLACEMENT INFORMATION

POSITION OR TYPE OF WORK DESIRED				ARE YOU INTERESTED IN:				
				FULL TIME ___ PART TIME ___ SEASONAL/TEMP. ___				
HOURS AVAILABLE TO WORK	IN	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	OUT							
SALARY OR WAGE DESIRED		DATE AVAILABLE		WHO OR WHAT REFERRED YOU TO JOSEPH DAVIDSON, INC.?				
COMPUTER SKILLS: CHECK ALL THAT APPLY						OVERALL, WOULD YOU RATE YOUR COMPUTER SKILL LEVEL AS:		
<ul style="list-style-type: none"> <input type="checkbox"/> PERSONAL COMPUTER <input type="checkbox"/> TYPING @ _____ WPM <input type="checkbox"/> INTERNET APPLICATIONS AND SEARCH <input type="checkbox"/> MICROSOFT OFFICE (CIRCLE): WORD EXCEL ACCESS OUTLOOK POWERPOINT <input type="checkbox"/> OTHER: _____ 						<ul style="list-style-type: none"> <input type="checkbox"/> MINIMAL <input type="checkbox"/> MODERATE <input type="checkbox"/> PROFICIENT <input type="checkbox"/> ADVANCED 		

EDUCATION RECORD

LIST LAST HIGH SCHOOL AND ALL BUSINESS, TRADE SCHOOLS AND COLLEGES ATTENDED			
NAME AND LOCATION OF SCHOOL	MAJOR/MINOR	DEGREE	CUMULATIVE AVERAGE
EXTRACURRICULAR ACTIVITIES (INCLUDE OFFICES HELD, SCHOLARSHIPS, AWARDS, HONORS, SPORTS, ETC.) YOU ARE NOT REQUIRED TO LIST ACTIVITIES WHICH MAY REVEAL YOUR RACE, RELIGION, SEX, OR NATIONAL ORIGIN.			

LIST ALL EMPLOYERS WITH CURRENT OR MOST RECENT EMPLOYMENT FIRST. LEAVE NO TIME UNACCOUNTED FOR. IF LIMITED PREVIOUS EMPLOYMENT, LIST THREE PERSONS, NOT RELATED, WHO HAVE KNOWN YOU FOR SOME TIME.

PRESENT/LAST EMPLOYER	TELEPHONE NUMBER ()	SUPERVISOR'S NAME
ADDRESS	DATES EMPLOYED	STARTING SALARY / WAGE
POSITION TITLE	TO	CURRENT OR END
	MO. / YR. MO. / YR.	
SUMMARY OF DUTIES		DATE OF LAST INCREASE
REASON FOR LEAVING OR SEEKING CHANGE OF POSITION		
FIRST PREVIOUS EMPLOYER	TELEPHONE NUMBER ()	SUPERVISOR'S NAME
ADDRESS	DATES EMPLOYED	STARTING SALARY / WAGE
POSITION TITLE	TO	CURRENT OR END
	MO. / YR. MO. / YR.	
SUMMARY OF DUTIES		DATE OF LAST INCREASE
REASON FOR LEAVING		
NEXT PREVIOUS EMPLOYER	TELEPHONE NUMBER ()	SUPERVISOR'S NAME
ADDRESS	DATES EMPLOYED	STARTING SALARY / WAGE
POSITION TITLE	TO	CURRENT OR END
	MO. / YR. MO. / YR.	
SUMMARY OF DUTIES		DATE OF LAST INCREASE
REASON FOR LEAVING		
MAY WE CONTACT YOUR CURRENT EMPLOYER? YES___ NO___ PHONE ()		

OCCUPATIONAL REFERENCES

(LIST PERSONAL REFERENCES ONLY IF YOU HAVE NO OCCUPATIONAL REFERENCES)

CHECK REFERENCE TYPE ___ OCCUPATIONAL ___ PERSONAL	NAME	OCCUPATION	YEARS ACQUAINTED
ADDRESS (STREET, CITY, STATE, ZIP CODE)			TELEPHONE NUMBER ()
CHECK REFERENCE TYPE ___ OCCUPATIONAL ___ PERSONAL	NAME	OCCUPATION	YEARS ACQUAINTED
ADDRESS (STREET, CITY, STATE, ZIP CODE)			TELEPHONE NUMBER ()
IN ORDER FOR JOSEPH DAVIDSON, INC. TO CONDUCT REFERENCE CHECKS, PLEASE LIST ANY OTHER NAME YOU HAVE WORKED UNDER.			

IMPORTANT, READ BEFORE SIGNING

The filing of an application with Joseph Davidson, Inc. is a preliminary step to employment. It does not obligate Joseph Davidson, Inc. to offer employment, or the applicant to accept employment. An offer of employment, if made, is for employment at will and is not to be construed as a guarantee of continued employment. Joseph Davidson, Inc. reserves the right to terminate the employment of any employee at any time. Any employee also has the right to terminate his or her employment with Joseph Davidson, Inc. at any time.

- I authorize investigation of all matters contained in this application which Joseph Davidson, Inc. may deem relevant to my employment and authorize my previous employers or other persons having information concerning me or my record to report such information to Joseph Davidson, Inc. and such persons are hereby released from all liability for issuing such information. Joseph Davidson, Inc. will keep all such information confidential except where such information is required to be released by law or order of a court or other authority. I understand and agree that I will be subject to immediate dismissal if it is subsequently discovered that the information herein is untrue or that I have failed to disclose a material fact. I understand that if employed by Joseph Davidson, Inc., such employment will occur at will and no contract of employment, expressed or implied, is created and that no representative of Joseph Davidson, Inc. has any authority to enter into any agreement for employment of any specified period of time, or to make any agreement contrary to the foregoing. I understand that if I receive an offer of employment and I accept the position, I will be required to complete additional information necessary for company record keeping requirements.

NOTICE TO APPLICANTS AS REQUIRED BY THE FAIR CREDIT REPORTING ACT

As part of our employment process, an investigative consumer report, as governed by the Fair Credit Reporting Act or any similar state or local statute, may be requested. However, requests will not be made without your prior written authorization.

SIGNATURE

DATE