



Application for Employment

Empire Access is an equal opportunity employer. Empire Access does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.

PERSONAL INFORMATION

Incomplete information could disqualify you from further consideration. Please complete all fields.

Name _____ Date _____

Address _____

E-mail Address _____

Mobile Phone # _____ Home Phone # _____

Are you eligible to work in the U.S?..... Yes No

Are you at least 18 years or older?..... Yes No

(If not, you may be required to provide authorization to work.)

Have you ever been terminated from employment or asked to resign by an employer?..... Yes No

If yes, please provide company names and details _____

Can you work any shift?..... Yes No

If no, explain. _____

Can you work overtime, including weekends?..... Yes No

Are you able to perform the essential functions of the job for which you are applying,
with or without reasonable accommodation?..... Yes No

EMPLOYMENT DESIRED

Date you can start _____ Position desired _____

Are you currently employed?..... Yes No

If so, may we contact your present employer?..... Yes No



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REFERRAL SOURCE

How did you hear about Empire Access? _____

Have you ever worked for Empire Access before?..... Yes No

If yes what position? _____

Do you know anyone who works for Empire Access?..... Yes No

If yes, who? _____

| Education | Name and Location of School | Degree Received | Subjects Studied |
|-----------------------------------|-----------------------------|-----------------|------------------|
| High School | | | |
| College or University | | | |
| Trade, Business or Correspondence | | | |

EMPLOYMENT HISTORY Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration.*

| | | | |
|---------------------------------|-----|--|------------|
| From: | To: | Employer: | Telephone: |
| Job Title: | | Address: | |
| Immediate supervisor and title: | | Summarize the nature of work performed and job responsibilities: | |
| Reason for leaving: | | | |

| | | | |
|---------------------------------|-----|--|------------|
| From: | To: | Employer: | Telephone: |
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| Immediate supervisor and title: | | Summarize the nature of work performed and job responsibilities: | |
| Reason for leaving: | | | |

Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for?

If yes, explain. _____

REFERENCES

Give the names of three people not related to you, whom you have known for at least three (3) years.

| Name | Address, Phone, Email | Company | Years Acquainted |
|------|-----------------------|---------|------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |



Application for Employment

Please read carefully before signing.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Empire Access to hire me. If I am hired, I understand that either Empire Access or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Empire Access has the authority to make any assurance to the contrary.

I attest with my signature below that I have given Empire Access true and complete information on this application. No requested information has been concealed. I authorize Empire Access to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date _____ Signature _____

THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE ABOVE