

APPLICATION FOR EMPLOYMENT (cont'd)

Name: _____

WORK RECORD

LIST YOUR ENTIRE EMPLOYMENT HISTORY STARTING WITH MOST CURRENT POSITION. DO NOT PUT "SEE RESUME". IF NEEDED YOU MAY ATTACH A SEPARATE SHEET OF PAPER.

LAST OR PRESENT WORK					2			
COMPANY								
ADDRESS								
CITY & STATE								
JOB TITLE								
DATES	FROM:		TO:		FROM:		TO:	
PAY	START:		LAST:		START:		LAST:	
SUPERVISOR	NAME:				NAME:			
	PHONE NO.:				PHONE NO.:			
WHAT DID YOU DO? (USE EXTRA SHEET IF NEEDED)					WHAT DID YOU DO? (USE EXTRA SHEET IF NEEDED)			
WHY DID YOU LEAVE? (OR, WHY ARE YOU LEAVING?)					WHY DID YOU LEAVE?			

3				4				5				
COMPANY												
ADDRESS												
CITY & STATE												
JOB TITLE												
DATES	FROM:		TO:		FROM:		TO:		FROM:		TO:	
PAY	START:		LAST:		START:		LAST:		START:		LAST:	
SUPERVISOR	NAME:				NAME:				NAME:			
	PHONE NO.:				PHONE NO.:				PHONE NO.:			
WHAT DID YOU DO? (USE EXTRA SHEET IF NEEDED)												
WHY DID YOU LEAVE?												

LIST ALL PERIODS OF UNEMPLOYMENT	HOW DID YOU SPEND THIS TIME?

I certify that the information provided in this application (and accompanying resume, if any) is true and complete, and I understand that any false or misleading information or omissions may disqualify me from further consideration for employment, and may lead to my termination from employment if discovered at a later date.

Any offer of employment I may receive from Micro Craft is contingent upon my successful completion of the total screening process, which may include passing a controlled substance test, completing a physical or fitness for duty examination, providing proof of authorization to work in the U.S., passing a background check, providing satisfactory references, meeting security clearance and export / import compliance requirements, etc.

I authorize and request that any person, school, current employer, past employer(s), and organizations named in this application (and accompanying resume, if any) provide Micro Craft with any requested information and opinion, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment, and I release such persons and organizations from any legal liability or damages arising from furnishing the requested information.

This application will be considered for the position applied for and is active for no more than 90 days. Any applicant wishing to be considered for employment beyond 90 days will need to inquire whether applications are being accepted at that time. Applications are only accepted for open positions.

There is no employment contract between me and the Company. I understand that all employment at Micro Craft is at the mutual will of Micro Craft and the employee and either party may terminate the employment relationship at any time and for any reason, with or without cause or notice. It is understood that this "at will" employment relationship may not be altered by conduct, oral promise, or written document, unless such change is acknowledged in writing by the CEO.

APPLICANT SIGNATURE:	DATE:	MAY WE CONTACT YOUR PRESENT EMPLOYER?
	/ /	<input type="checkbox"/> YES <input type="checkbox"/> NO

