



APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR _____ DATE OF APPLICATION _____

___ Full Time ___ Part Time ___ PRN Date Avail. _____ Salary Desired _____

Valforce, Inc. is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status. Conditions of employment are stated at the end of this form. Please read carefully before you sign this application. (Application must be completed in full even if attaching a resume.)

PERSONAL:

Name _____
 Last First Middle

Address _____
 Number & Street City State Zip Code

Telephone Number(s) Hm. _____ Cell _____ Office _____

Email Address _____

Social Security Number _____ Are you over 18 years old? ___ Yes ___ No

Are you legally eligible for employment in the United States? ___ Yes ___ No
(If offered employment, you will be required to provide documentation to verify eligibility.)

EDUCATION: Please indicate education or training which you believe qualifies you for the position you are seeking.

High School: Yrs Completed (circle one) 1 2 3 4 Diploma/GED ___ Yes ___ No

School(s) _____ City/State _____

TYPE OF SCHOOL (College, Grad. School, Etc.)	NAME AND ADDRESS OF SCHOOL	MAJOR SUBJECT	CIRCLE LAST YEAR ATTENDED	GRADUATED	DEGREE
			1 2 3 4	[] YES [] NO	
			1 2 3 4	[] YES [] NO	
			1 2 3 4	[] YES [] NO	
			1 2 3 4	[] YES [] NO	



LICENSES/CERTIFICATIONS

TYPE	STATE/ISSUING AGENCY	LICENSE #	EXP. DATE

ADDITIONAL EXPERIENCE OR QUALIFICATIONS: List any other experience, skills or other qualifications including hobbies, which you believe should be considered in evaluating your qualifications for employment. Please indicate any prior military service which you would like considered in connection with your application for employment.

RECORD OF CONVICTION:

During the last ten years, have you ever been convicted of a crime other than minor traffic offense? Yes No

If yes, explain: _____

(A conviction will not necessarily automatically disqualify you for employment. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered).

EMPLOYMENT: List last employer first, including U.S. Military Service.

May we contact your present employer? Yes No

Employer _____ Address _____

Telephone _____ Fax _____ Position _____

Dates of Employment: From _____ To _____ Salary _____ per _____
Mo/Yr Mo/Yr

Supervisor _____ FT PT No. of Hrs./Wk _____

Duties _____

Reason for Leaving _____



Employer _____ Address _____

Telephone _____ Fax _____ Position _____

Dates of Employment: From _____ To _____ Salary _____ per _____
Mo/Yr Mo/Yr

Supervisor _____ FT ___ PT ___ No. of Hrs./Wk _____

Duties _____

Reason for Leaving _____

Employer _____ Address _____

Telephone _____ Fax _____ Position _____

Dates of Employment: From _____ To _____ Salary _____ per _____
Mo/Yr Mo/Yr

Supervisor _____ FT ___ PT ___ No. of Hrs./Wk _____

Duties _____

Reason for Leaving _____

Employer _____ Address _____

Telephone _____ Fax _____ Position _____

Dates of Employment: From _____ To _____ Salary _____ per _____
Mo/Yr Mo/Yr

Supervisor _____ FT ___ PT ___ No. of Hrs./Wk _____

Duties _____

Reason for Leaving _____

If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.

Explain any gaps in work history: _____

Have you ever been discharged or asked to resign from a job? ___ Yes ___ No

If yes, explain: _____



REFERENCES: Professional	REFERENCES: Personal
Name _____ Address _____ _____ Phone Day (____) _____ Phone Evening (____) _____	Name _____ Address _____ _____ Phone Day (____) _____ Phone Evening (____) _____
Name _____ Address _____ _____ Phone Day (____) _____ Phone Evening (____) _____	Name _____ Address _____ _____ Phone Day (____) _____ Phone Evening (____) _____
Name _____ Address _____ _____ Phone Day (____) _____ Phone Evening (____) _____	Name _____ Address _____ _____ Phone Day (____) _____ Phone Evening (____) _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize Valforce, Inc. to verify their accuracy and to obtain reference information on my work performance. I hereby release Valforce, Inc. from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant _____ Date: _____