## **Application for Employment**

Today's Date \_\_\_\_\_

| Applicant Information  |                   |  |  |  |  |
|--|-------------------|--|--|--|--|
| Name:  |                   |  |  |  |  |
| (Last) (First)   | (Middle)          |  |  |  |  |
| Address:   |                   |  |  |  |  |
| (Street) (Cit  | ty) (State) (Zip) |  |  |  |  |
| Email Address:   |                   |  |  |  |  |
| Telephone Number: ()   | ()evening         |  |  |  |  |
|  |                   |  |  |  |  |
| Are you legally authorized to work in the U.S.? (If hired you will be required to provide proof of identity and              |                   |  |  |  |  |
| How did you hear of this job opportunity?  □ social media □ agency □ website/recruiting website  □ employee referral □ other |                   |  |  |  |  |
|  |                   |  |  |  |  |
| Job Interest   |                   |  |  |  |  |
| Job Interest   |                   |  |  |  |  |
| Position applied for:  |                   |  |  |  |  |
| ☐ full-time ☐ part-time  |                   |  |  |  |  |
| How soon could you start?  |                   |  |  |  |  |
| Are you available to work overtime?  | yes □ no          |  |  |  |  |

Our company is committed to a policy of nondiscrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religious creed, national origin, ancestry, sex, age, disability, genetics, gender identity, veteran's status, sexual orientation, or any other characteristic protected by law.

## Education and/or Military Training

| School Name, City and State High School  |   | School A                     | of Years of | Diploma or Degree Received  |
|--|---|------------------------------|-------------|-----------------------------|
|  | Major Subject(s)  | Jerioora                     | tteriaea    | Dipiorna of Degree Received |
| nigii scriooi  |   |                              |             | □ yes □ no<br>Type:         |
| College  |   |                              |             | □ yes □ no<br>Type:         |
| Graduate   |   |                              |             | □ yes □ no<br>Type:         |
| Other (specify)  |   |                              |             | □ yes □ no<br>Type:         |
| Employment History  List all employment and include a  | iny work performed on a   |                              |             |                             |
| If presently employed, may we co   |   |                              |             |                             |
|  | ntact your employer as a<br>Dates of  | reference?                   |             |                             |
| If presently employed, may we co   | ntact your employer as a  | reference?                   | □ yes □ no  |                             |
| If presently employed, may we co<br>Employer<br>Name, Address, Phone   | ntact your employer as a  Dates of Employr  From:   | reference?                   | □ yes □ no  |                             |
| If presently employed, may we consider the second s | ntact your employer as a  Dates of Employr  From:  To:  Position(s  | reference?                   | □ yes □ no  |                             |
| If presently employed, may we consider the second s | Dates of Employer From: To: Position(s  | reference?<br>nent<br>) Held | □ yes □ no  |                             |
| Employer<br>Name, Address, Phone  Employer 1  Immediate Supervisor:  Employer 2  | ntact your employer as a  Dates of Employr  From:  To:  Position(s)  To:                                    | reference?<br>nent<br>) Held | □ yes □ no  |                             |
| If presently employed, may we consider the second state of the sec | ntact your employer as a  Dates of Employr  From:  To:  Position(s  From:  To:  Position(s  From:  To:  To: | reference? nent ) Held       | □ yes □ no  |                             |
| If presently employed, may we consider the second of the s | ntact your employer as a  Dates of Employr  From:  To:  Position(s)  From:  To:  Position(s)  From:         | reference? nent ) Held       | □ yes □ no  |                             |
| If presently employed, may we consider the second state of the sec | ntact your employer as a  Dates of Employr  From:  To:  Position(s  From:  To:  Position(s  From:  To:  To: | reference? nent ) Held       | □ yes □ no  |                             |

## Qualifications

| Briefly describe the type of work for which you are best qualified. Note any details about your qualifications which should be considered. Include special skills such as machines operated, life foreign languages, computer and software knowledge, etc. | censes,                   |
|--|---------------------------|
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| What are your career objectives?   |                           |
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|  |                           |
| List any professional affiliations, honors and awards, publications, patents, etc. (Exclude any methods would reveal age, sex, race, religion, color, national origin, disability, or other protected sex.)  | nemberships<br>statuses.) |
|  | -                         |
|  | -                         |
|  | -                         |
|  | _                         |
|  |                           |

## Statement of Understanding

Please read the following statements. They constitute the conditions under which you would be employed by our Company should you be accepted for employment.

I certify that all information that I have provided on this application is true and complete to the best of my knowledge. I understand that falsification, misrepresentation or omission of facts called for in this application may result in denial of employment or immediate dismissal.

I understand that if I am employed by the Company, my employment is for no definite term (at-will) and that I can be terminated at any time with or without notice and with or without cause. I further understand that no verbal promises or guarantees are binding on the Company and that no one, other than the President of the Company, has authority to enter into an agreement for employment contrary to the above, and that any such agreement must be in writing. If employed, I agree to abide by all of the Company's rules and policies and any changes thereto.

I understand that a job offer may be contingent upon the satisfactory results of a pre-employment physical examination and/or drug screening. (Note: You will be notified if these are a requirement, and all related expenses are paid by the company.)

| l give the Company permission to investigate all pertinent information concerning my application in order |
|---|
| to determine my qualifications for employment. I understand that any offer of employment may be           |
| rescinded if the results of the investigation are unacceptable to the Company.                            |
|   |

| Signature of Applicant | Date |
|------------------------|------|

Massachusetts General Laws c.149 s19B requires that the following statement be included on employment applications: "It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability."