



TO APPLICANT: We appreciate your interest in Pictographics. A clear and full understanding of your background and work history will aid in placing you in a position that best meets your qualifications. Applicants will be considered without discrimination because of race, color, sex, age, religion, national origin, marital status, disability, veteran's status, or other legally protected status. Please answer all questions. Résumés are not a substitute for a completed application form.

Personal Information:

Name: _____

Social Security #: _____

Telephone Number: _____

Present Address (Street, Apt. No.): _____

City: _____ State: _____ Zip: _____

Are you legally eligible for employment in the United States? Yes No

If you are under the age of 18 years, please state your age: _____

Have you been convicted of a felony offense within the last seven years that hasn't been sealed or expunged? Yes No
(Answering "yes" will not necessarily be a bar to employment and will be considered in relationship to the position for which you are applying.)

If Yes, state the nature of the offense and the date the event took place: _____

Position Preferences:

Position applying for: _____

Desired Salary: _____

Are you seeking Full or Part-time work? _____

What shift? _____

When are you available to begin work? _____

Are you able to perform the essential functions of the position with or without reasonable accommodation? Yes No
(Reasonable accommodations may be provided to qualified individuals with disabilities in accordance with the Americans with Disabilities Act (ADA) and applicable state and local laws.)

Please list applicable certifications, computer skills and/or foreign language skills which you feel qualify you for the job for which you are applying: _____

If a license is required for the position for which you are applying (drivers or other), please list the following:

License Number: _____

State of Issuance: _____

License Type: _____

Education:

Education	School Name and City	Course of Study	Years	Degree/Diploma
High School				
College				
Post-Graduate				
Business/Tech/Trade				

Please list any other certifications, courses, military, or skills training you may have:

Previous Experience:

Please list, beginning with the most recent. The information must be included on this form even if you have provided a résumé.

Company Name: _____ Business Type: _____

Address: _____ Phone: _____

Supervisor's Name: _____

Your Job Title: _____ Date Employed: _____ To: _____

Reason for Leaving: _____ Salary Start: _____ Last: _____

Duties: _____

Company Name: _____ Business Type: _____

Address: _____ Phone: _____

Supervisor's Name: _____

Your Job Title: _____ Date Employed: _____ To: _____

Reason for Leaving: _____ Salary Start: _____ Last: _____

Duties: _____

Company Name: _____ Business Type: _____

Address: _____ Phone: _____

Supervisor's Name: _____

Your Job Title: _____ Date Employed: _____ To: _____

Reason for Leaving: _____ Salary Start: _____ Last: _____

Duties: _____

Company Name: _____ Business Type: _____

Address: _____ Phone: _____

Supervisor's Name: _____

Your Job Title: _____ Date Employed: _____ To: _____

Reason for Leaving: _____ Salary Start: _____ Last: _____

Duties: _____

Professional References:

1) Name: _____ Phone: _____

Company: _____

City and State: _____

Professional Relationship: _____

2) Name: _____ Phone: _____

Company: _____

City and State: _____

Professional Relationship: _____

3) Name: _____ Phone: _____

Company: _____

City and State: _____

Professional Relationship: _____

Disclaimer and Signature:

I certify that all the information on this application, my resume, or any supporting documents is correct, and I understand that any misrepresentation or omission of any information will result in disqualification from consideration for employment or, if employed, my termination.

I understand that this application is not a contract, offer or promise of employment. If hired, I will be able to resign at any time for any reason. Likewise, the Company can terminate my employment at any time, with or without any reason.

I authorize the Company or its agents to investigate all statements contained in this application and/or resume. I further understand that a credit and background check may be made including, but not limited to, consumer credit history, criminal history, driving record, employment, military, education and general public records which will provide information concerning my character and general reputation. I hereby authorize my former employers, educational institutions or other reference providers to furnish all information pertaining to my work or educational record. I release my former employers, educational institutions, supervisors, and references from all liability on account of furnishing information to this company or its agents.

Should I wish to obtain a copy of the consumer credit history report if made, it will be provided upon written request. I hereby release from liability the Company and its representative for seeking such information and all other persons, corporations or organizations for furnishing such information.

I understand that, as a condition of employment I may be required to sign a non-compete agreement, a conflict of interest statement, and/or an arbitration agreement and I hereby agree to arbitrate all disputes regarding my application for employment and any employment related matters rather than resolving them in court or other forum. I understand that the Company may now have, or may establish, a drug-free workplace or a post-accident drug-testing program. If it has one now and I am offered a conditional offer of employment I agree to work under the conditions requiring a drug-free workplace. I also understand that all employees of the location may be subject to urinalysis and/or blood screening or other medically recognized tests designed to detect the presence of alcohol or controlled drugs. If detected, the offer of employment may be withdrawn. If employed, I understand that the taking of alcohol and/or drug tests is a condition of continual employment and I agree to undergo random, fitness for duty, return to work and reasonable suspicion alcohol and drug testing except where prohibited by law. Refusal to take such tests when asked may result in termination.

Applicant Signature: _____ **Date:** _____