



## APPLICATION FOR EMPLOYMENT

We are pleased that you are interested in applying for a position with Netessentials, Inc. Netessentials does not discriminate in hiring or employment on the basis of race, color, religious creed, national origin, sex or ancestry; or on the basis of age against persons 40 and over or on the basis of handicap not limiting the applicant's ability to perform satisfactorily the job available. No question on this form is intended to secure information to be used for such discrimination.

We will give this application every consideration. However, in accepting it, Netessentials makes no commitment of employment to the applicant.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause.

The "at will" provision cannot be modified in any way, either expressly or impliedly, except in written form signed by Netessentials' president and you.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### **BASIC INFORMATION:** Please print in ink.

Name: \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Last First Middle

Address: \_\_\_\_\_  
Street City State Zip

Telephone: \_\_\_\_\_ Are you 18 years of age or older? \_\_\_\_\_

At what telephone number can you be reached during the day? (\_\_\_\_\_) \_\_\_\_\_

Position Applied for: \_\_\_\_\_ ☐ Full Time ☐ Part Time ☐ Other

Salary Requirement: \_\_\_\_\_ If Part Time, Hours Available \_\_\_\_\_

How were you referred to us? \_\_\_\_\_

Do you have any friends or relatives working here? ☐ Yes ☐ No

If yes, please name and indicate relationship. \_\_\_\_\_

For purposes of verifying past employment or school attended, please indicate if you have been known by a different name.

\_\_\_\_\_  
Have you ever been convicted of any criminal offense (including misdemeanor or felony or any other categories or types of offenses) or agreed to enter into a pretrial diversion or similar program, including deferred adjudication, in connection with prosecution for such an offense?

No Yes If yes, please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WORK HISTORY:** List all previous employers. Start with your present or most recent job. List self-employment and part-time jobs. Be sure to indicate which positions are part-time. Include only employers in the United States.

Company		Address		Telephone	
Date Employed From	To	Job Title	PT / FT	Starting Salary	Ending Salary
List each job title, dates in each position and job duties and indicate whether part-time or full-time.					Supervisor
					Reason for leaving:

Company		Address		Telephone	
Date Employed From	To	Job Title	PT / FT	Starting Salary	Ending Salary
List each job title, dates in each position and job duties and indicate whether part-time or full-time.					Supervisor
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List each job title, dates in each position and job duties and indicate whether part-time or full-time.					Supervisor
					Reason for leaving:

**EDUCATION:**

Name	Address	Major Course/ Subject	Circle last year completed	Did you graduate ?	Degree
High School/Preparatory			1 2 3 4		
Business School			1 2 3 4		
College			1 2 3 4		
Graduate Work			1 2 3 4		
Other (Describe)					

**INTERESTS:** Use the space below to describe your interest in this industry and the skills and aptitudes that you feel qualify you for a position with Netessentials. (You may wish to include civic and community activities, professional societies in which you participate, hobbies, sports, and any special training or skills.)

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**REFERENCES:** Please list the names, addresses, and phone numbers of two personal references, excluding relatives and former employees.

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**CERTIFICATION AND ASSENT:**

I hereby certify that the statements I have made are true, and, if I am subsequently employed by Netessentials, that I may be subject to discharge if they are found to be false. I have provided the information above voluntarily and without coercion.

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Applicant's Signature

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Date

