



Date: _____

Application for Employment

To Applicant: You must personally complete the entire application and sign it to be considered for employment with SSi. Applications remain active for only sixty (60) days and thereafter you must personally renew the application.

Applicant Information

Full Name: _____
Last First Middle

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Telephone: _____ Email: _____

Position Applied for: _____

Date Available: _____ Wage Requirement: _____

If job moves from the current location, are you willing/able to accept employment at new location? YES NO

Are you 18 years of age or older? YES NO

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Do you possess a valid Driver's License? YES NO If yes, State/Number: _____

Have you ever been convicted of a felony? YES NO If yes, please explain: _____

Source of Referral

___ Employee ___ Agency ___ Internet ___ Other _____

Have you ever worked for SSi, Inc.? YES NO If yes, Date/Supervisor: _____

Do you have any friends or relatives employed with SSi? YES NO If yes, who and what is your relationship? _____

Education

<i>List of All Schools Attended</i>	<i>Name and Location of School</i>	<i>Years Completed</i>	<i>Graduated (Yes or No)</i>	<i>Degree (Credit Hours)</i>	<i>Major Course</i>
High School (GED)					
College/University					
Vo-Tech or Trade					
Other					

Note any other special training, skills, or licenses you may have: _____



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Please give an accurate, complete, full-time and part-time employment record. Start with the present or most recent employer and go back a minimum of ten (10) years. Do not omit any employment during that time. Add additional sheets if necessary. Answer each question completely and accurately. "See Resume" is not acceptable.

Previous Employment

Company: _____ Telephone: _____

Address: _____

Job Title: _____ Supervisor: _____

Salary: _____ Starting Date: _____ Ending Date: _____

Responsibilities: _____

Reason for Leaving: _____

Company: _____ Telephone: _____

Address: _____

Job Title: _____ Supervisor: _____

Salary: _____ Starting Date: _____ Ending Date: _____

Responsibilities: _____

Reason for Leaving: _____

Company: _____ Telephone: _____

Address: _____

Job Title: _____ Supervisor: _____

Salary: _____ Starting Date: _____ Ending Date: _____

Responsibilities: _____

Reason for Leaving: _____

References

Please list three references.

Name and Address	Years Known	Occupation or Business	Telephone Number



Application for Employment

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

Please read the following carefully and sign below

If hired, I agree to abide by all safety rules. (initial) _____

I agree to submit to a substance screening (drug and alcohol) prior to, and during employment, and to comply with SSi substance abuse policy (initial) _____

In case of injury, will you accept the medical facilities recommended by SSi? (initial) _____

*Do you know of any reason why you cannot perform the essential functions of the job for which you are applying with or without reasonable accommodation **yes** (initial) _____ **no** (initial) _____*

I hereby declare that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal, if discovered at a later date.

I understand that, if hired, my employment will be for an indefinite period, and I may be terminated, with or without notice, at any time, for any reason. I understand that no management official is authorized to make any oral assurance or promise of continued employment, and that any such agreement shall be valid only if in writing and signed by the president of the company.

Under the provisions of the Fair Credit Reporting Act, an investigative report may be made whereby information is obtained through personal interviews with third parties, such as family members, business associates, financial sources, friends, and neighbors with whom you are acquainted. These inquires seek information about your character, general reputation, personal characteristics, and mode of living. You have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of additional information concerning the nature and scope of the investigation.

I authorize persons, schools, employers, organizations, medical facilities, or government agencies named in this application (and accompanying resume documents, if any) to provide any relevant information for purpose related to employment. Photostatic copy of this authorization shall serve in its stead and be as binding as the original.

The Immigration Reform and Control Act of 1986 strictly prohibits the hiring of aliens not legally eligible to work in the United States, and further requires that all newly hired employees produce evidence of employment eligibility (including U.S. citizens).

SSi, Incorporated is an equal opportunity employer. SSi, Incorporated. does not discriminate in employment in any way on the basis of race, color, religion, creed, national origin, age, disability or sex as required by applicable law, nor does it discriminate in employment on any other basis prohibited by applicable state, local or other law.

I have read the above notice and understand what it means.

Signature: _____

Date: _____