

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Education

	Name & Address of School	Course of Study	Years Completed	Diploma Degree & Date of Grad.
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Indicate any foreign languages you can speak, read, and/or write.

	FLUENT	GOOD	FAIR
SPEAK			
READ			
WRITE			

Describe any specialized training, apprenticeship, skills, and extra-curricular activities.

Describe any job-related training received.

Employment Experience - 10 Year History if Possible

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations that indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer:	Dates Employed	WORK PERFORMED:
Address	FROM _____ TO _____	
Telephone Number(s)	Hourly Rate/Salary	
Job Title Supervisor	Starting _____ Final _____	
Reason for Leaving:		

Employer:	Dates Employed	WORK PERFORMED:
Address	FROM _____ TO _____	
Telephone Number(s)	Hourly Rate/Salary	
Job Title Supervisor	Starting _____ Final _____	
Reason for Leaving:		

Employer:	Dates Employed	WORK PERFORMED:
Address	FROM _____ TO _____	
Telephone Number(s)	Hourly Rate/Salary	
Job Title Supervisor	Starting _____ Final _____	
Reason for Leaving:		

List professional trade, business, or civic activities and offices held.

You may exclude membership that would reveal gender, race, religion, national origin, age, disability, or other protected status.

Additional Information

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

When I tenure my employment with Sandbox, I give permission to release information to prospective employers in the following areas.

- | | | |
|-------------------------|-----------|----------|
| 1. Attendance | Yes _____ | No _____ |
| 2. Job Performance | Yes _____ | No _____ |
| 3. Disciplinary Actions | Yes _____ | No _____ |
| 4. Salary History | Yes _____ | No _____ |

State any additional information you feel may be helpful to us in considering your application.

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation the activities involved in the job or occupation for which you have applied? A description of the activities involved in such a job or occupation is attached.

YES _____ NO _____

REFERENCES

1. _____
(Name) (Phone#)

(Address)

2. _____
(Name) (Phone#)

(Address)

3. _____
(Name) (Phone#)

(Address)

Applicant's Statement

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of one year. Any applicant wishing to be considered for employment beyond this time should inquire as to whether or not applications are being accepted at this time and reapply.

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. It is further understood that this "at will" employment relationship may be changed by any written document or by conducted unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) my result in discharge. I understand also, that I am required to abide by all rules and regulations of the employer.

Applicant Signature _____

Date _____

FOR INTERNAL USE ONLY

Name of Applicant _____

Arrange Interview Yes _____ No _____

Remarks _____

Position offered Yes _____ No _____

Reason _____

Applicant would be considered for a job at a later date. Yes _____ No _____

Letter Sent? Yes _____ No _____

Position accepted by applicant : Yes _____ No _____

If not why
not? _____

Employed Yes _____ No _____ Date of Employment _____

Job Title _____ Hourly Rate/Salary _____

Hours/Days/Times of Employment _____

NOTES _____

