

APPLICATION FOR EMPLOYMENT

Insight Vision

(Please print clearly)

An Equal Opportunity Employer

We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status, or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.

Personal

Social Security No. _____ Date _____

Name _____
Last First Middle

Present address _____
No. Street City State Zip

Telephone number _____

Position applied for _____ Rate of pay expected \$ _____ / week

Would you work ___ Full-time ___ Part-time Specify days and hours if part-time _____

Were you previously employed by this organization? ___ If yes, when? _____

List any friends or relatives working here, other than spouse _____

If your application is considered favorably, on what date will you be available for work? _____
mm/dd/yy

Are there any other work experiences, skills, or qualifications that you feel would especially fit you for work here?
Please add any additional comments you think are important for us to consider. _____

If hired, can you furnish proof you are eligible to work in the United States ___ yes ___ no

Have you ever been convicted of a felony? ___ yes ___ no

A "yes" answer does not automatically disqualify you from employment since the nature of the offense, date, and the job for which you are applying will be considered

If yes, please explain _____

Have you previously applied here? ___ yes ___ no

If yes, When _____

Have you worked for any firm under a different name? ___ yes ___ no

If yes, give name _____

Personal References (not former employers or relatives)

Name & occupation	Address	Phone number

Membership in any Civic Organizations (do not include racial, religious, or nationality groups)

Name or description of organization	From (date)	To (date)	Office held

Education Record

Name of school	Years completed	Years attended
High School		
College		
Business, Trade Correspondence or Night School		
Other		

List any office machines, computers or equipment you know how to operate:

Work History (begin with the most recent, list all past employers, including any pertinent military experience)

Name of Company	Business address	City & State	Phone No.
Type of Business	Immediate supervisor	Date employed From:	To:
Exact Job Title	Earnings at hire	Earnings at departure	Reason for leaving
Description of duties			
Can we contact your immediate supervisor? <input type="checkbox"/> yes <input type="checkbox"/> no If no please state reason: _____			

Name of Company	Business address	City & State	Phone No.
Type of Business	Immediate supervisor	Date employed From:	To:
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Can we contact your immediate supervisor? <input type="checkbox"/> yes <input type="checkbox"/> no If no please state reason: _____			

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Type of Business	Immediate supervisor	Date employed From:	To:
Exact Job Title	Earnings at hire	Earnings at departure	Reason for leaving
Description of duties			
Can we contact your immediate supervisor? <input type="checkbox"/> yes <input type="checkbox"/> no If no, please state reason: _____ _____			

Affidavit

I certify that all information I have provided in the application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date. I understand that the employer may request an investigative consumer report from a consumer reporting agency. This report may include information as to my character, reputation, personal characteristics and mode of living obtained from neighbors, friends, former employers, schools, and others. I understand I have the right to make a written request within a reasonable time for the disclosure of the name and address of the consumer reporting agency so that I may obtain a complete disclosure of the nature and scope of the investigation. I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer (except as previously noted), past employers and organizations named in this application to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements. I **UNDERSTAND THAT THIS APPLICATION OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE A CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.** I have read, understand, and by my signature consent to these statements.

Signature _____

Date _____