



**APPLICATION FOR EMPLOYMENT**  
**(Please print legibly and in ink)**

Date: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_

Street/Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Are you legally eligible for employment in the USA? Yes \_\_\_ No \_\_\_ (If yes, verification will be required.)

Are you over age 18? \_\_\_\_\_ Were you previously employed by us? \_\_\_\_\_ If yes, when? \_\_\_\_\_

Position applied for: \_\_\_\_\_

Can you perform the duties of the job you are applying for? Yes \_\_\_ No \_\_\_

\*Have you ever been convicted of or pled guilty or nolo contendere to a felony or misdemeanor?  
Yes \_\_\_ No \_\_\_ If yes, please state the type of crime, and when, where and what was the disposition of the case.

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

\*Have you ever been a defendant in a civil action for an intentional tort? Yes \_\_\_ No \_\_\_  
If yes, please state the circumstances, including a description of the nature of the intentional tort, the date that it was allegedly committed and the disposition of the action.

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

**\*NOTE: Answering YES to either of these questions may not necessarily disqualify you from the position you desire. Each action and explanation will be weighted/considered in relationship to the position for which you are applying.**

If your application is considered favorably, on what date would you be available for work? \_\_\_\_\_

## RECORD OF EDUCATION

High School	Name and address of school _____	Check last yr. Completed 1__2__3__4__	Degree
	_____		
College	_____	1__2__3__4__	
	_____		
Other (Specify)	_____	1__2__3__4__	
	_____		

## RECORD OF EMPLOYMENT

List below present and past employment, for the past 10 years, **beginning with your most recent employer.** A resume may be attached; however, you are still required to complete **all** information requested.

Company Name, address, phone#, and Type of business:  _____ _____ May we contact? Y__ N__	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"><b>Employment Dates</b></td> <td style="width: 25%;"><b>Supervisor Name</b></td> <td style="width: 25%;"><b>Reason left</b></td> <td style="width: 25%;"><b>Ending Salary</b></td> </tr> <tr> <td colspan="4"><b>Describe the work that you did:</b></td> </tr> </table>	<b>Employment Dates</b>	<b>Supervisor Name</b>	<b>Reason left</b>	<b>Ending Salary</b>	<b>Describe the work that you did:</b>			
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**PERSONAL REFERENCES (Not former employers or relatives)**

Name	Address	Phone Number

We are an **Equal Employment Opportunity Employer**, and maintain a policy of non-discrimination with respect to all employees and applicants for employment.

**At Will Statement:**

“I understand that, if hired, my employment would be “at-will” and could be terminated at any time by either party, with or without cause and with or without notice.”

**Statement of Truth:**

“I certify that the statements I have made are true and correct to the best of my knowledge. I understand that the submission of any false information or the omission of any requested information in connection with my application for employment, whether on this document or not, may be cause for failure to hire or for immediate discharge should I be employed by VME Process, Inc., or any of its entities.

**Authorization to Release Information:**

In consideration of my application for (including contract services), or continued employment with VME Process, Inc. or any of its entities, I authorize VME Process, Inc. hereinafter referred to as VMEPI, to conduct and report research and share with each other, information about my background including, but not limited to, information about my prior employment, education, driving record, consumer credit history, criminal record, workers’ compensation claims and general public records history.

Further, I understand that an investigative consumer report may be requested from various Federal, State, Local and other agencies. I understand that such an investigative report may contain information about my background, mode of living, character and personal reputation; and that I am entitled to be advised of the nature and scope of the investigation requested within a reasonable time after I ask for this information in writing.

I HEREBY AUTHORIZE, WITHOUT RESERVATION, ANY PERSONS, AGENCY OR OTHER ENTITY CONTACTED BY VMEPI TO FURNISH THE ABOVE-MENTIONED INFORMATION.

I understand that any offer of employment may be contingent upon my having completed the entire hiring process. That process includes employment or personal references; pre-employment drug screen; pre-employment assessments; and satisfactory background check, which may include but not limited to motor vehicle, credit and criminal records.

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Signature

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Date