



**JE SYSTEMS, INC.
EMPLOYMENT APPLICATION**

JE Systems, Inc. is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. We assure you that your opportunity for employment with JE Systems, Inc. depends solely on your qualifications.

Date: _____

Full Name: _____ Social Security Number: _____

Present Address: _____

City _____ State _____ Zip code _____

Telephone (____) _____ Alternate Telephone (____) _____

How long have you lived at this address? _____

What position are you applying for: _____

Employment desired () Full-Time Only () Part-Time Only () Full or Part Time

Salary desired: _____

When are you available for work? _____

Are you legally authorized to work in the U.S.? () Yes () No

Are you 18 years old or older? () Yes () No

Have you ever worked for JE Systems, Inc. before? () Yes () No

Do you know or are you related to anyone who works at JE Systems, Inc.? () Yes () No

If yes, whom? _____

If hired, do you have transportation? () Yes () No

Have you ever been convicted of a misdemeanor, felony, traffic violation or any other crime? () Yes () No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation:



EDUCATION:

Name of High School: _____

Location of High School: _____

Number of Years Attended? _____

Did you Graduate? () Yes () No Date of Graduation: _____

Name of Trade School: _____

Location of Trade School: _____

Number of Years Attended: _____

Did you graduate? () Yes () No Date of Graduation: _____

Name of College: _____

Location of College: _____

Number of Years Attended: _____

Did you graduate? () Yes () No Date of Graduation: _____

Name of College: _____

Location of College: _____

Number of Years Attended: _____

Did you graduate? () Yes () No Date of Graduation: _____

REFERENCES

Please list two references other than relatives or previous employers.

Name _____

Name _____

Position _____

Position _____

Company _____

Company _____

Phone _____

Phone _____



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EMPLOYMENT HISTORY

Beginning with your most recent employment and working back in time, please give the following information:

Employer: _____

Employer Address: _____

Employer Phone: _____ Job Title: _____

Duties: _____

Dates of Employment: _____

Starting Rate of Pay: _____ Final Rate of Pay: _____

Supervisor's Name: _____

Reason for Leaving: _____

May we contact this employer? Yes No

If not, please explain: _____

Employer: _____

Employer Address: _____

Employer Phone: _____ Job Title: _____

Duties: _____

Dates of Employment: _____

Starting Rate of Pay: _____ Final Rate of Pay: _____

Supervisor's Name: _____

Reason for Leaving: _____

May we contact this employer? Yes No

If not, please explain: _____



Employer: _____

Employer Address: _____

Employer Phone: _____ Job Title: _____

Duties: _____

Dates of Employment: _____

Starting Rate of Pay: _____ Final Rate of Pay: _____

Supervisor's Name: _____

Reason for Leaving: _____

May we contact this employer? () Yes () No

If not, please explain: _____

Employer: _____

Employer Address: _____

Employer Phone: _____ Job Title: _____

Duties: _____

Dates of Employment: _____

Starting Rate of Pay: _____ Final Rate of Pay: _____

Supervisor's Name: _____

Reason for Leaving: _____

May we contact this employer? () Yes () No

If not, please explain: _____

Please list any additional information you feel necessary to describe your full qualifications for the specific position for which you are applying:



JE SYSTEMS, INC. EMPLOYMENT APPLICATION

I authorize investigation of all statements contained in this employment application. I understand that the misrepresentation or omission of facts called for is cause for dismissal at any time without any previous notice. I hereby give permission to JE Systems, Inc. to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release JE Systems, Inc. from any liability as a result of such contact.

I also understand that JE Systems, Inc. has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment. Consent to and compliance with such Policy is a condition of my employment, and continued employment is based on the successful passing of testing under such policy.

I acknowledge that subsequent employment with JE Systems, Inc. is AT-WILL and that both JE Systems, Inc. and employee reserve the right to end the employment relationship at any time, for any or no reason, with or without notice. I further understand that the President of JE Systems, Inc. is the only authorized Company representative who can modify my AT-WILL employment and that any modifications must be in writing and signed by the President of JE Systems, Inc. in order to be effective. Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Company practices, shall serve to create an actual or implied contract of employment. I further understand that my employment with JE Systems, Inc. shall be probationary for a period of ninety (90) days, and further that at any time during the probationary period or thereafter, my employment relation with JE Systems, Inc. is terminable at will for any reason by either party.

Signature of Applicant: _____ Date: _____

Thank you for completing this application form and your interest in JE Systems, Inc.