

NeedleTech Products, Inc. Employment Application

Personal Information

Name (Last, First, MI)		Today's Date:	
Street Address		Social Security #	
City, State, Zip			
Home Phone #	Cell Phone #	E-mail Address:	

Employment Desired

Position Applied for:		Date available for work:	Salary Desired:
Check All That Apply:	Full Time	Part Time	1st Shift
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How did you hear about this position?			

Education

	Name and Location of School	Course of Study	Total Years of Study	Degree/ Diploma
High School				
Undergraduate College				
Graduate/ Professional				
Other (Specify)				

Additional Information

Special Skills:

List any professional, trade, business or civic activities and offices held. You may exclude membership that would reveal gender, race, religion, national origin, ancestry, age, disability, or any other protected status. **Note:** You may include any volunteer work that can be verified.

List any languages other than English that you can speak, read, or write, that could be of benefit to the position applied for:

Language	Speak			Read			Write		
	Fluent	Good	Fair	Fluent	Good	Fair	Fluent	Good	Fair

EMPLOYMENT HISTORY

List below all present and past employers over the past ten years, starting with your **most recent** employer. Account for all periods of unemployment. May we contact your current employer? () Yes () No () Not currently employed

Important: Complete this section even if you are attaching a resume.

Start Date:	Employer name:	Starting Salary
	Address:	
End Date:	Position:	Phone #
		Ending Salary

Reason for leaving:

Start Date:	Employer name:	Starting Salary
	Address:	
End Date:	Position:	Phone #
		Ending Salary

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	Address:	
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		Ending Salary

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Start Date:	Employer name:	Starting Salary
	Address:	
End Date:	Position:	Phone #
		Ending Salary

Reason for leaving:

Please account for any gaps in your employment history:

REFERENCES

List below, three persons who have knowledge of your work performance within the last 5 years.

Name	Company		
Address	E-Mail		
Phone	Relationship	Years Acquainted	

Name	Company		
Address	E-Mail		
Phone	Relationship	Years Acquainted	

Name	Company		
Address	E-Mail		
Phone	Relationship	Years Acquainted	

ADDITIONAL INFORMATION

Have you ever been employed with NeedleTech before? If yes, when?	Yes	No
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Do you have any friends or relatives employed by NeedleTech? If Yes, please provide their names and relationship to you.			Yes	No
If you are under 18 years of age, can you provide proof of your eligibility to work?		Not under 18 years	Yes	No
If hired, can you provide proof of U. S. citizenship or proof of your legal right to work in the U. S.?			Yes	No
If hired, would you be able to work overtime as needed?			Yes	No
If hired, can you meet the attendance requirement of the position for which you are applying?			Yes	No
Have you ever been in the Armed Forces?		Yes	No	Specialty:
Are you now a member of the National Guard?		Yes	No	Date Entered
				Discharge Date
Do you currently engage in the illegal use of drugs?			Yes	No
Have you ever been convicted of a felony? If so, when?			Yes	No Record
Within the last five years have you been convicted of or released from incarceration for a misdemeanor, which was not a first offense for drunkenness, simple assault, speeding, a minor traffic violation, an affray or disturbing the peace?			Yes	No Record
If Yes, explain:				
<p>In Massachusetts, an applicant for employment with a sealed record on file with the commissioner of probation may answer "No Record" with respect to an inquiry herein relative to prior arrests, criminal court appearances or convictions. An applicant for employment with a sealed record on file with the commissioner of probation may answer "No Record" to an inquiry herein relative to prior arrests or criminal court appearances. In addition, any applicant for employment may answer "No Record" with respect to any inquiry relative to prior arrests, court appearances and adjudications in all cases of delinquency or as a child in need of services which did not result in a complaint transferred to the superior court for criminal prosecution.</p> <p>Note: It is unlawful In Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.</p>				
Please read each statement closely, acknowledging your understanding.				
Complete and Accurate Information				
I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that any omission or misstatement of material fact on this application, or any other document used to secure employment, shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.				
At-Will Employment				
I understand and agree that if I am employed, my employment will be "at-will", which means that the Company may terminate the employment relationship at any time, with or without cause and with or without notice. Likewise, the Company will respect my right to terminate my employment at any time, with or without cause and with or without notice. I further understand that any prior representation, whether expressed or implied to the contrary is hereby superseded and that no promise or representation contrary to the foregoing is binding on the Company unless made in writing and signed by the Company's President.				
Investigation Authorization				
I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release that company and NeedleTech from all liability for any damage that may result from utilization of such information in the hiring process at NeedleTech Products, Inc.				
I HAVE READ AND UNDERSTAND THE FOREGOING STATEMENTS AND ACCEPT AND ACKNOWLEDGE THAT I WILL BE BOUND BY THEM AS CONDITIONS OF EMPLOYMENT BY THE COMPANY.				
_____ <i>Signature</i>			_____ <i>Date</i>	
In case of accident or illness please contact:				
Name			Phone	
Address			Relationship	