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## **Employment Application**

## EMPLOYEE / CONTRACTOR INFORMATION

Name:						
Last	First	Middle	Position that you apply for			
Telephone:	_ Email:		Alternate telephone:			
Address:						
Are you able to perform the est the position with or without ac Yes No If necessary for the job are yo	ccommodations?	If necessary for the job, I am able to:     Work overtime?   Yes     Provide a valid NY Driver's License?   Yes     If so, fill out the following:   Issuing state:				
	heck one)	Туре:				
I am legally eligible for employ	ment in the U.S.?	Computer Experiance [	Basic PC Systems			
I am seeking a permanent pos	MAC User IT Expert					
I am seeking a temporary pos			ts: (check all that apply)			
<b>c</b>			□ Night □ Swing □ Rotating			
I will be able to report to work days after being notified I am hired. Split Graveyard Other:						
My expected Hourly rate is: \$						
	EMP	LOYMENT HISTORY				
			perience or employers related to this job are listed or more than 10 years history recommended.			
Employer name and address:	Position title/duties, sk	kills:	Start date: End date:			
			Reason for leaving:			
	]					
Pay: \$	Currentieen	Talankana				
Per: Employer name and address:	Supervisor: Position title/duties, sk	Telephone:	Start date: End date:			
Employer hame and address.			Start date. End date.			
			Reason for leaving:			
	-					
Pay: <u>\$</u> Per:	Supervisor:	Telephone:				
Employer name and address:	Position title/duties, sk	•	Start date: End date:			
[	_					
	-		Reason for leaving:			
Pay: \$	-					
Per:	Supervisor:	Telephone:				
Employer name and address:	Position title/duties, sk		Start date: End date:			
	-		Reason for leaving:			
	-		Reason tor reaving.			
Pay: \$	1					
Per:	Supervisor:	Telephone:				

EDUCATION									
	Institution name	Years completed	Field of	study	Graduate or degree				
High school									
College/university Business/technical Additional									
MILITARY									
Are you a veteran? Yes No   Duty/specialized training:									
SKILLS & QUALIFICATIONS									
Other qualifications such as special skills, abilities or honors that should be considered:									
Types of computers, software, and other equipment you are qualified to operate or repair:									
Professional licenses, certifications or registrations:									
Additional skills, including supervision skills, other languages or information regarding the career/occupation you wish to bring to the employer's attention:									
Typing speed: per minute									
REFERENCES									
List two personal references who are not relatives or former supervisors.									
Name	Address	٦	relephone	Occupation	Years known				
Name	Address	٦	Felephone	Occupation	Years known				
CONTACT									
In case of accident or	Name:		Daytime phone:						
Address:				Relationship:					
INFORMATION TO THE APPLICANT									
As part of our procedure for processing your employment application, your personal and employment references may be checked. If you									

As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references.

If necessary for employment, you may be required to: supply your birth certificate or other proof of authorization to work in the United States, have a physical examination and/or a drug test, or to sign a conflict of interest agreement and abide by its terms. I understand and agree to the information shown above.

## Signature of Applicant

Date

**Equal Employment Opportunity:** While many employers are required by federal law to have an Affirmative Action Program, all employers are required to provide equal employment opportunity and may ask your national origin, race and sex for planning and reporting purposes only. This information is optional and failure to provide it will have no affect on your application for employment.