



Employment Application

Tasks Unlimited is an Affirmative Action/Equal Employment Opportunity Employer. Tasks Unlimited does not discriminate against applicants or employees based on race, color, creed, religion, sex, national origin, ancestry, citizenship status, age, marital status, public assistance, arrest record, physical and mental disability, military status, sexual orientation and unfavorable discharge from military service, or other protected class status under state, federal or local law.

Applicant Information

Full Name: _____ Date: _____
Last First MI

Address: _____
Street Address Apt/Unit #

City State Zip Code

Phone: () _____ Email: _____

Position Applied For: _____

Date Available: _____ Desired Salary: _____

Are you eligible to work in the U.S.? Yes No

Have you ever worked for us before? Yes No If yes, when? _____

Education

High School: _____ Address: _____
From _____ to _____ Did you graduate? Yes No

College: _____ Address: _____
From _____ to _____ Degree: _____ Did you graduate? Yes No

Other: _____ Address: _____
From _____ to _____ Degree: _____ Did you graduate? Yes No

Other skills: _____

Previous Employment

Company: _____ Phone () _____
Address: _____ Supervisor Name: _____
Job Title: _____ Starting Salary: _____ Ending Salary: _____
Responsibilities: _____

Worked from _____ to _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone () _____
Address: _____ Supervisor Name: _____
Job Title: _____ Starting Salary: _____ Ending Salary: _____
Responsibilities: _____

Worked from _____ to _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone () _____
Address: _____ Supervisor Name: _____
Job Title: _____ Starting Salary: _____ Ending Salary: _____
Responsibilities: _____

Worked from _____ to _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes No

References

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Recruiting Source

How did you hear about this position opening (*please list specific source on the line provided*)?

Newspaper Ad _____ Online Job Ad _____ Referral _____
 Friend/Family _____ Other _____

Applicant Statement and Signature

I CERTIFY THAT:

All statements I have made on this application and during the hiring process are true and complete. I have withheld nothing that would, if disclosed, affect this application unfavorably.

I UNDERSTAND THAT:

Any misleading information, omission, or misrepresentation may result in refusal of employment or immediate termination.

Offers of employment may be conditioned upon the results of a criminal, DHS or Department of Homeland Security background check.

If I am hired and employed, or subsequently employed, I understand that my employment would be "at-will", and that I may voluntarily resign from my employment at any time for any reason, with or without cause or advance notice, and the Company has the same right to terminate my employment at any time for any reason, with or without cause or advance notice.

I AUTHORIZE:

The Company to investigate the information contained in this application or otherwise provided by me and I release the Company (and its employees and agents) from any and all liability for seeking information and opinions on me.

All employers, educational institutions, entities, and persons listed in this application or identified by me to provide information about me and I hereby release them (and their employees and agents) from all liability for providing such information.

I HEREBY ACKNOWLEDGE THAT:

I have read and understand the above statements and I voluntarily agree to them.

Signature: _____

Date: _____

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