

Application for Employment

NEC is an Equal Opportunity, Affirmative Action Employer

All applicants are considered for all positions on the basis of each individual's qualifications and ability to perform the job and without regard to race, color, religion, gender, national origin, age, sexual orientation, disability, veteran status, or any other basis prohibited by law.

If you need an accommodation to apply or interview, please inform our Human Resources Department.

PLEASE PRINT IN INK. You must complete the entire application.

APPLICANT INFORMATION	
POSITION APPLYING FOR:	
Name (first, middle, last):	
Address (street) (city, state, zip code)	Telephone Number ()
Social Security Number:	Date of Application:
Are there other names under which you have worked or attended school? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , please list them for reference checking purposes: _____	
Are you legally authorized to work in the U.S.A? <input type="checkbox"/> Yes <input type="checkbox"/> No (If hired, you will be required to provide proof of work authorization.)	
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No (If not, your employment will be subject to verification that you meet state/federal minimum age requirements for the type of work you are applying for and have obtained a valid work permit.)	
Are you a veteran of the U.S. Military service? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , list branch: _____	
Have you ever been convicted of a crime or pleaded no contest for any offense or violation other than minor traffic violations? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , describe the 1) nature of crime: _____ 2) date of crime: _____ and 3) state in which convicted: _____ (Convictions are not an automatic bar to employment.)	
Do you have any <i>pending</i> criminal charges against you? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , describe the 1) nature of the charges: _____ 2) date issued: _____ and 3) county and state where issued: _____	
Have you ever applied at this company before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , when: _____	Have you ever worked at NEC before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , when: _____
When can you start?	
How did you learn about this job opening? <input type="checkbox"/> Job Service /JobNet <input type="checkbox"/> Friend / Relative <input type="checkbox"/> Walk-In <input type="checkbox"/> Newspaper <input type="checkbox"/> NEC <input type="checkbox"/> Agency _____ <input type="checkbox"/> School _____ <input type="checkbox"/> Other _____	

EDUCATION

School	Name and Location (city, state)	Number of Years Attended	Major Subjects	Diploma or Degree Received
High				<input type="checkbox"/> Yes <input type="checkbox"/> No
College				<input type="checkbox"/> Yes <input type="checkbox"/> No Type: _____
Graduate				<input type="checkbox"/> Yes <input type="checkbox"/> No Type: _____
Other (Specify)				<input type="checkbox"/> Yes <input type="checkbox"/> No Type: _____

TRAINING COURSES - List any relevant training programs you have completed.

Course/Seminar	Training Organization	Content / Topics	Date(s) Attended

SPECIAL SKILLS and Licenses

List languages you:	Speak	Read	and/or Write
Fluent →			
Good →			
Fair →			

List any license or certification issued by the state or a group, association, or society relating to the job for which you are applying:

Describe other skills, experience, and knowledge you have that are directly relevant to the position for which you are applying:

EMPLOYMENT HISTORY - Start with your most recent or current job. Include military assignments and volunteer activities. You may exclude organization names which indicate race, color, religion, gender, national origin, age, etc. Add a separate sheet if necessary.

1. Name of Employer:		Telephone: ()
Address:		
Your Job Title:	Employment Dates (month and year):	
Name of Immediate Supervisor:	From	To
Description of Duties:		
Salary - start:	Salary - end:	Reason for Leaving:
If currently employed here, may we contact this employer as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No		
2. Name of Employer:		Telephone: ()
Address:		
Your Job Title:	Employment Dates (month and year):	
Name of Immediate Supervisor:	From	To
Description of Duties:		
Salary - start:	Salary - end:	Reason for Leaving:
If currently employed here, may we contact this employer as a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No		
3. Name of Employer:		Telephone: ()
Address:		
Your Job Title:	Employment Dates (month and year):	
Name of Immediate Supervisor:	From	To
Description of Duties:		
Salary - start:	Salary - end:	Reason for Leaving:
4. Name of Employer:		Telephone: ()
Address:		
Your Job Title:	Employment Dates (month and year):	
Name of Immediate Supervisor:	From	To
Description of Duties:		
Salary - start:	Salary - end:	Reason for Leaving:

REFERENCES - No relatives or previously listed supervisors.	
Name	Telephone ()
Address	
Relationship	How long known?
Name	Telephone ()
Address	
Relationship	How long known?

Please Read Carefully Before Signing This Form

All of the information I have provided in this application is true and correct to the best of my knowledge and belief. I understand that misrepresentations or omissions of any kind may result in denial of employment or be cause for subsequent dismissal if I am hired.

Regardless of whether or not National Electrostatics Corporation (NEC) employs me, I recognize that this application is not and should not be considered a contract of employment. I understand that employment at NEC is on an at-will basis and that my employment may be terminated with or without cause, and without notice, at any time, at my option or NEC's. I further understand that no NEC employee or representative has the authority to enter into a contract regarding duration or terms and conditions of employment other than an officer of NEC, and then only by means of a signed, written document.

I understand that any job offer I may receive is contingent on my passing a urinalysis drug screening and that NEC will inform me if a physical examination is also a job requirement.

I hereby authorize National Electrostatics Corporation to investigate my responses on this application and contact any or all of my former employers or any individuals who may be familiar with me or my employment, education, or personal background for the purpose of verifying any information I have provided and/or for the purpose of obtaining any information, whether favorable or unfavorable, about me or my employment. I voluntarily and knowingly fully release and hold harmless any person or organization that provides information pertaining to me or my employment.

Signed by Applicant _____ Date _____

Please Print Your Name _____

Thank you for your interest in National Electrostatics Corporation.

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For Office Use Only	Date	Remarks	
Interviewed by:			
Employed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Start date:	Department	Salary:
Job Title: _____			By: Title: