

Employment Application

InnovaTek is an Equal Opportunity Employer

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PERSONAL INFORMATION

Name (Last, First, Middle): _____ Date: _____

Social Security Number: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Business Phone: _____

Can you prove your U.S. Citizenship? Circle one: Yes No

If not a U.S. Citizen, give Visa No. and Expiration Date: _____

POSITION YOU ARE APPLYING FOR

Title: _____ Salary Requirement: _____

Referred by: _____ Date You Can Start: _____

EDUCATION RECORD

High School (Name, City, State): _____

Graduation Date: _____

Business or Technical School (Name, City, State): _____

Dates Attended: _____ Degree Earned: _____

Undergraduate College (Name, City, State): _____

Dates Attended: _____ Degree, Major: _____

Graduate School (Name, City, State): _____

Dates Attended: _____ Degree, Subject: _____

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WORK HISTORY (give information about your last 3 jobs, starting with the most recent)

1-Employer: _____ **Dates Employed:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Ending Salary:** _____

Title/Duties: _____

Manager's Name and Title: _____

Reason for Leaving: _____

2-Employer: _____ **Dates Employed:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Ending Salary:** _____

Title/Duties: _____

Manager's Name and Title: _____

Reason for Leaving: _____

3-Employer: _____ **Dates Employed:** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Ending Salary:** _____

Title/Duties: _____

Manager's Name and Title: _____

Reason for Leaving: _____

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BUSINESS REFERENCES (if applying for your first job, you may use academic references)

1-Name: _____

Work Phone: _____ Home Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Relationship to You: _____

2-Name: _____

Work Phone: _____ Home Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Relationship to You: _____

3-Name: _____

Work Phone: _____ Home Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Relationship to You: _____

PLEASE READ AND SIGN

I affirm that the information provided by me in this application is correct and may be verified by contacting the references, employers, and academic institutions given.

Signature: _____ Date: _____