

APPLICATION FOR EMPLOYMENT

Vortex Glass is an equal opportunity employer. Vortex Glass does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.

Position applying for: _____

Date Ready to Start: _____

EMPLOYEE INFORMATION

Full Name: _____

Telephone: _____ Email: _____ Alternate telephone: _____

Address: _____ City: _____ State: _____ Zip Code: _____

EMPLOYMENT

WORK EXPERIENCE: Please detail your entire work history. Begin with your current or most recent employer. Omission of prior employment may disqualify for employment. Please explain any gaps in employment. PLEASE NOTE: Vortex Glass reserves the right to contact all current and former employers for reference information.

Employer name and address: _____ _____	Position title and duties: _____ _____	Start Date: _____ _____	End Date: _____ _____
_____ _____	Supervisor: _____ Telephone: _____	Reason for leaving: _____ _____	
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_____ _____	Supervisor _____ Telephone: _____	Reason for leaving: _____ _____	

EDUCATION

	Institution Name	City/ State	Did you Graduate?	Degree Received
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No	
College/University			<input type="checkbox"/> Yes <input type="checkbox"/> No	

SKILLS AND 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:

REVIEW THE FOLLOWING

- I am legally eligible for employment in the U.S.? Yes No
- Work the following shifts: (check all that apply) Day Night
- I am willing to take a physical exam? Yes No
- I am willing to comply with the Drug Free Work Place Program Yes No
- I agree that company performs a background check Yes No

INFORMATION TO THE APPLICANT

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION

I authorize Vortex Glass to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a **physical exam, criminal and credit background investigation, and screening for illegal substances** upon conditional offer of employment. If employed, I will be required to furnish proof of eligibility to work in the United States. I understand that any benefits I receive may be subject to change or discontinuation at any time without prior notice. I understand that the first THREE MONTHS of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Vortex Glass to hire me. If I am hired, I understand that either Vortex Glass or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Vortex Glass has the authority to make any assurance to the contrary. I attest with my signature below that I have given to Vortex Glass true and complete information on this application. No requested information has been concealed. I authorize Vortex Glass to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Signature of Applicant

Date