

PERSONAL

Name _____
Last First Middle

Address _____
Street Number City State Zip

Phone Number (____) _____ Are you over 18 years of age? _____

Can you submit verification of your legal right to work in the United States after employment? Yes No

Do you have adequate transportation to and from work? Yes No

InfoArmor promotes and adheres to an anti-smoking policy that is strictly enforced. Are you a tobacco user? (cigarettes, cigars, pipe, etc) Yes No

Note: Answering "yes" to the next two questions does not constitute an automatic bar to employment. Factors such as your age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account. Do not include minor traffic citations other than Driving Under the Influence (DUI), convictions for which the record has been sealed or expunged, any conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed, referrals to and participation in any pre-trial or post-trial diversion programs in answering these questions.

Have you ever pled guilty or "no contest" to, or been convicted of a misdemeanor or a felony? Yes No

If yes, please give the date(s) and details: _____

Have you ever been arrested for any matters for which you are out on bail or on your own recognizance pending a trial? Yes No

If yes, please give the date(s) and details: _____

EMPLOYMENT DESIRED

Position applying for _____

Date you can start _____ Salary Desired _____

Are you employed now? Yes No

If yes, may we contact your current employer for verification? Yes No

How did you hear about us?

Advertisement Agency Employee (name) _____

EDUCATION/SKILLS

School	Name & Address	Major	Last Year Completed	Did you Graduate?	Diploma/Degree	GPA
High School			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No		
College			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Other (specify)			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Are there any other experiences, skills or qualifications that you would like to be considered? _____

What foreign languages do you fluently speak? _____
 read? _____
 write? _____

PHYSICAL/MENTAL CONDITION

To the best of your knowledge, can you perform the essential functions of the job for which you have applied with or without reasonable accommodations? Yes No

EMPLOYMENT HISTORY

Please list the names of your present or previous employers in chronological order with present or last employer listed first. Be sure to account for all periods of time, including military service and any period of unemployment. If self-employed, give firm name and supply business references. Use additional pages if necessary. Please fill the section out completely and do not say, "see resume."

	Employer	Job Description
Date (Mo/Yr)	Company Name:	Title:
From:	Address:	Duties:
To:	City:	
Base Salary	State:	
Start:	Zip:	Supervisor's name:
Last:	Phone: () -	Exact reason for leaving:
Incentive/Allowances/Auto:		

Date (Mo/Yr)	Company Name:	Title:
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Incentive/Allowances/Auto:		

Have you ever been terminated or asked to resign from any job? Yes No

If yes, please explain the circumstances: _____

Please fully explain any gaps in your employment history: _____

Professional References

	Name	Address	Phone	Position
1			() -	
2			() -	
3			() -	
4			() -	

Have you ever used another name? Yes No

Is there any additional information relative to change of name, use of an assumed name, or nickname necessary to enable a check on your work and educational record? _____

I certify that all of the information that I have provided on this application is true and accurate.

Applicant Signature

Date

APPLICANT ACKNOWLEDGEMENT OF TERMS AND CONDITIONS OF THIS APPLICATION

IT IS IMPORTANT THAT YOU READ THIS SECTION CAREFULLY AND THAT YOU FULLY UNDERSTAND IT BEFORE YOU SIGN IT. THIS SECTION AFFECTS YOUR LEGAL RIGHTS. IF YOU HAVE ANY QUESTIONS, PLEASE ASK A REPRESENTATIVE OF INFOARMOR (HEREIN REFERRED TO AS "THE COMPANY") BEFORE YOU SIGN THIS APPLICATION.

By signing page 6 of this application, you promise that all information you have supplied in this application and any other form, oral or written, is complete, true and accurate. Any misstated, misleading, incomplete, or false information is grounds for rejection of this application form, refusal to hire, withdrawal of an offer of employment, or immediate discharge without recourse, whenever and however discovered. Your promise is made with the understanding that your statements will be relied upon in the hiring process. If you disagree with the statements, policies and procedures below, you should not fill out an employment application form and should not seek employment with InfoArmor.

I understand that the Company may obtain, or cause to be obtained, Public Records, including court records, Department of Motor Vehicles, credit reports and educational records about me as part of a background investigation.

I further understand that the Company may contact my previous employers. I authorize those employers to disclose to the Company all records and information pertinent to my employment with them. In addition to authorizing the release of any information regarding my employment, I hereby waive any rights or claims I have or may have against my former employers, their agents, employees, and representatives, as well as other individuals who release information to the Company, and release them from any and all liability, claims, or damages that may directly or indirectly result from the use, disclosure, or release of any such information by any person or party, whether such information is favorable or unfavorable to me. I authorize the persons named herein as references to provide the Company with any pertinent information they may have regarding myself.

If hired, your employment and compensation will be terminable at will, will be for no definite period, and your employment and compensation may be terminated by either the Company (employer) or by you at any time and for any reason whatsoever, with or without good cause.

If hired, you will be required to abide by items 1 through 3 outlined below.

1. **Information Security** - All employees are responsible to protect the confidentiality of information, both during and after contractual relationships with InfoArmor.
2. **Sexual Harassment** - Sexual harassment may include, but is not limited to, any unwelcome sexual advances, request for sexual favors, other verbal or physical conduct of a sexual nature, or any conduct that creates a hostile work environment. Sexual harassment will not be tolerated and will be grounds for immediate termination.
3. **Policies and Rules** - The Company utilizes basic common sense rules, standards, guidelines, and practices in its day-to-day work requirements and employment. Both written and unwritten standards of employment and job performance are in effect.
4. **Drug Testing** - In order to assure a drug-free work environment, the Company prohibits the use, sale, transfer, being under the influence and/or reporting to work after using or ingesting illicit drugs. One way to maintain a drug-free workplace is to test applicants and employees.



Application for Employment

Therefore successful passage of a drug test will be a condition for employment and/or continued employment.

IF YOU HAVE ANY QUESTIONS REGARDING THIS **APPLICANT ACKNOWLEDGEMENT OF TERMS AND CONDITIONS OF THIS APPLICATION**, PLEASE ASK A COMPANY REPRESENTATIVE BEFORE SIGNING. DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE TERMS AND CONDITIONS.

I hereby acknowledge that I have read the above terms and conditions and understand the same.

Applicant's Printed Name _____ Date _____

Applicant's Signature _____