



**EMPLOYMENT APPLICATION**

<p>CSKF is committed to attracting and retaining a diverse workforce that represents the diversity of the communities in which we operate, of our clients, and of their constituents. To support our commitment, we have implemented business policies, a policy of equal employment opportunity, and human resources practices designed to ensure full realization of employment opportunity without regard to sex (including pregnancy, childbirth, breastfeeding or related medical conditions), race, religion (including religious dress and grooming practices), color, gender (including gender identity and gender expression), national origin (including language use restrictions and possession of a driver's license issued under Vehicle Code section 12801.9), ancestry, physical or mental disability, medical condition, genetic information, marital status, registered domestic partner status, age, sexual orientation, military and veteran status or any other basis protected by federal, state or local law or ordinance or regulation. Decisions about recruitment, hiring, training, promotions, compensation benefits, and other human resources practices will be based on individual merit. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.</p>	
<b>Name:</b>	<b>Date of Application:</b>
<b>Address:</b>	
<b>Cell Phone #:</b>	<b>Other Phone #:</b>
<b>Email Address:</b>	
<b>Position(s) Applied For:</b>	
<b>Type of Employment Desired:</b> <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Other (describe)	
<b>Date Available for Work:</b>	<b>Referral Source:</b>
<b>Desired Salary Range:</b>	
<b>Are you able to meet the attendance requirements of the position(s)?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are you willing to work overtime and weekends?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If you are under 18, and it is required, can you furnish a work permit?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If no, please explain:</b>	
<b>Have you ever been employed with CSKF before?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, specify dates, location(s) and position(s):</b>	
<b>Are you legally eligible for employment in this country?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If no, describe the functions that cannot be performed</b>	



If driving is an essential job function, Driver's License #:		State:
<b>Skills and Qualifications</b>		
Summarize any training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying:		
<b>Emergency Contact Information</b>		
Name :		Relationship :
Address :		Contact No. :
Name:		Relationship :
Address :		Contact No. :
<b>Employment History</b>		
Provide the following information of your past three employers, assignments or volunteer activities, starting with the most recent. <u>You must complete this section even if you are attaching a resume or a resume has been submitted</u>		
<b>1. Employer Name</b>	<b>Job Title</b>	<b>Dates</b> From                      To
<b>Address</b>	<b>Immediate Supervisor and Title</b>	<b>May we contact?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Phone #</b>	<b>Summarize the nature of work performed and job responsibilities:</b>	
<b>Reason for Leaving</b>		
<b>2. Employer Name</b>	<b>Job Title</b>	<b>Dates</b> From                      To
<b>Address</b>	<b>Immediate Supervisor and Title</b>	<b>May we contact?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Phone #</b>	<b>Summarize the nature of work performed and job responsibilities:</b>	
<b>Reason for Leaving</b>		



<b>Education</b>			
Name	Location	# of Years Completed	Degree or Diploma/Course of Study
High School			Diploma Received? <input type="checkbox"/> Yes <input type="checkbox"/> No Course of Study:
College			Degree: Course of Study:
Other			Other Info/Course of Study:
<b>References</b>			
Name	Relationship	Phone & Email	
<b>Applicant Statement</b>			
<p>I certify that all information I have provided in order to apply for and secure work with the employer is true, complete and correct.</p> <p>I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to cancel further consideration of this application, or immediately discharge me from the employer's service, whenever it is discovered.</p> <p>I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview.</p> <p>I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.</p> <p>I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or Federal law.</p> <p>I understand that this application remains current for only 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.</p> <p>If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice.</p> <p>This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by an authorized company officer.</p> <p>I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that Federal immigration laws require me to complete Form I-9 in this regard.</p> <p><b>DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.</b></p> <p>I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.</p>			
<b>Signature of Applicant</b> _____			<b>Date</b> _____

