



503 E. Mission Road, San Marcos, CA 92069

## Employment Application

Date of Application \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Present Address \_\_\_\_\_  
Street / City / Zip Code

Telephone \_\_\_\_\_  
Home Work

E-Mail Address \_\_\_\_\_  
(Optional)

### Employment Desired

Position applying for \_\_\_\_\_  
Salary Desired \$ \_\_\_\_\_

If hired, would you have a reliable means of transportation to / from work? Yes  No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.) Yes  No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes  No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes  No

➤ If no, describe the functions that cannot be performed:

(NOTE: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants / employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

### Employment Desired (continued)

Have you ever been convicted of a criminal offense (felony or serious misdemeanor)? (Convictions for marijuana-related offenses that are more than two years old need not be listed). Yes  No

➤ If yes, state nature of the crime(s), when and where convicted, and disposition of the case:

(NOTE: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position[s] applied for may, however, be considered.)

**Educational Data (from high school forward)**

School Name and Address	No. of Years Completed	Graduate? Yes / No	Courses / Major	Degree(s)

Other special training, skills, experience, qualifications, professional licenses or certificates related to the position applied for:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**Employment History**

List in order with the last (most recent) employer first. Please account for the past seven (7) years, or all years worked if less than seven (7) years. Please complete all questions in this section. Do not use "refer to resume." Resume may be attached as backup.

<b>Employer</b> _____	<b>Dates Employed</b> _____
<b>Job Title / Position</b> _____	
<b>Salary: Starting</b> \$ _____	<b>Salary: Ending</b> \$ _____
<b>Duties</b> _____	
<b>Reason for Leaving</b> _____	
<b>Person we may contact regarding your performance:</b>	
<b>Name</b> _____	<b>Phone Number</b> _____

### Employment History (continued)

<b>Employer</b> _____	<b>Dates Employed</b> _____
<b>Job Title / Position</b> _____	
Salary: Starting \$ _____	Salary: Ending \$ _____
<b>Duties</b> _____	
_____	
<b>Reason for Leaving</b> _____	
_____	
<b>Person we may contact regarding your performance:</b>	
Name _____	Phone Number _____

<b>Employer</b> _____	<b>Dates Employed</b> _____
<b>Job Title / Position</b> _____	
Salary: Starting \$ _____	Salary: Ending \$ _____
<b>Duties</b> _____	
_____	
<b>Reason for Leaving</b> _____	
_____	
<b>Person we may contact regarding your performance:</b>	
Name _____	Phone Number _____

### Personal References

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name	Address	Occupation	Phone No.	Years Known
1.				
2.				
3.				

## Certifications

Please read carefully, initial each paragraph, and sign below:

- \_\_\_\_\_ I acknowledge that if I am employed by RAP Engineering, Inc. ("the Company") both the Company and I will have the right to terminate my employment at any time, with or without cause or advance notice. This at-will employment relationship shall remain in effect throughout my employment by the Company, and may not be modified by any oral or implied agreement. Furthermore, the at-will nature of my employment may not be modified or abrogated by any evaluations, the granting of salary increases, bonuses, or promotions, or by the length of my employment. I understand that only a written contract signed by the Company's President can alter this at-will employment relationship.
- \_\_\_\_\_ I certify that the information submitted in this application is true and correct. I further certify that I have not knowingly withheld any information that might adversely affect my chances for employment, and that I, the undersigned applicant, have personally completed this application. I understand that if any misrepresentation is found, or the results of the investigations are not satisfactory, any offer of employment may be withdrawn, and that if I am already employed, my employment may be terminated.
- \_\_\_\_\_ I specifically authorize the Company to thoroughly investigate my references, work record, education, and all other matters related to my suitability for employment. I further authorize the references and prior employers I have listed to disclose to the Company any information related to my work records and performance, without providing me with prior notice of such disclosure.
- \_\_\_\_\_ I understand that nothing contained in this application for employment or in the granting of an interview is intended to create an employment contract between the Company and me. I understand that no promise or guarantee regarding employment is biding on the Company unless made **in writing**.

**By signing this application, I further certify that I have read and understand everything contained in this application, including the at-will employment provision set forth above.**

Date \_\_\_\_\_

By \_\_\_\_\_

PRINT Name of Applicant

Applicant's Signature