



Application of Employment

ERG is proud to be an equal opportunity and affirmative action employer that does not discriminate against otherwise qualified applicants. Employment decisions will be based on the principles of equal opportunity. All personnel actions are administered without regard to any characteristic protected by state, federal or local law, assuming said characteristic does not interfere with the performance of essential job functions. Reasonable accommodations will be made for disabilities and religious beliefs. Please inform us of any necessary accommodations to the application process.

PERSONAL INFORMATION

Legal name (Last, MI, First)	Address (Street and number, city, state and zip)	Main Phone	
E-mail address	Date available	Desired position	Other legal names previously used
Upon being hired, can you provide proof of eligibility to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you able to meet attendance requirements of the positions? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you a former ERG employee? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes to previous, please list dates and location	If yes to previous, please list job title	If yes to previous, please list reason for separation
Friends / relatives working for ERG? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, please list name	If yes to previous, please list relationship(s)	Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No
Security clearance last obtained	Referral Source	Salary desired	

EDUCATIONAL BACKGROUND

	Name & Location	Years Completed	Diploma / Degree	Course of Study / Major	Relevant Academic Honors
High school					
College					
Graduate					
Vocational					
Other					

List any other courses taken that qualify you for the position desired, including computer courses and foreign languages

ADDITIONAL INFORMATION

Awards or honors received
Professional or civic activities
Licenses or certifications



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PROFESSIONAL PROFILE

What are your main areas of professional interest?

Why did you/do you wish to leave your current employer?

Why do you wish to work for ERG?

In what work setting or environment do you prefer to work?

Explain one of your greatest accomplishments and why was it so great?

What are your career Goals and aspirations?

Any additional comments or information?

REFERENCES

Please list three persons who are not personal friends or related to you, who can provide professional work related references

Name	Company	Phone number	Relationship / Occupation	Years known

RECORD OF CONVICTION

The existence of a criminal record will not necessarily automatically disqualify you from consideration for employment. For CA applicants only: Marijuana convictions over 2 years old do not require a "yes" response. During the last 7 years, have you ever been convicted of a crime other than a minor traffic offense? Yes No
 If yes, please provide the following conviction information

Felony / misdemeanor	Offense type and date	County and state
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EMPLOYMENT HISTORY

Beginning with the most recent, please list all jobs, activities and other significant experience (including temporary, part-time, military and self-employment for the past 7 years. Attach additional page if necessary)

Current / last employer	Job title	Time worked (MO/YR) / To /	Starting/ending wage (voluntary info)	Other compensation (voluntary info)
Street address, city, state and zip		Supervisor name and title	Supervisor telephone number	
Description of duties				
Reason for leaving (please be specific)			May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later	



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Description of duties				
Reason for leaving (please be specific)				
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Street address, city, state and zip		Supervisor name and title		Supervisor telephone number
Description of duties				
Reason for leaving (please be specific)				

- I understand that employment at ERG follows an employment-at-will policy, which means that I or ERG may terminate my employment at any time, or for any reason consistent with applicable state or federal laws. I understand that this application is not a contract of employment.
- I understand that to be employed I must be lawfully authorized to work in the United States, and I must show documents that will provide this, according to federal immigration laws.
- I understand, also, that I am required to abide by all rules and regulations of ERG.
- I understand that ERG, and/or its designated background investigatory service, will investigate my work and personal history and verify all data given on this application, on related appears, and in interviews. I authorize all individuals, schools, and firms named therein, except my current employer if so noted until after an employment offer has been made, to provide such information requested about me, and I release them from all liability for damage in providing this information.
- I understand that ERG has an interest in maintaining a safe & drug free workplace and a job offer is conditional upon passing a criminal background check.
- I agree to read, understand, and comply with ERG's policies and procedures that may change from time to time.
- I further understand that if I am employed at any time in a position requiring a security clearance and I fail to qualify for or lose such clearance, my employment may be terminated.
- I hereby certify that the foregoing statements are made truthfully and that information is correct to the best of my knowledge and belief. I understand that any omission or misrepresentation on his application may result in refusal of or termination from employment.
- My signature below indicates that I have read, understood and consented to the above statements and that I have made true, correct and complete answers and statements on this application and any supplements (i.e. resume) on the knowledge that they will be relied upon in considering my application for employment and I understand that any omission, false answer, or statement made by me on this application or any supplements to it will be sufficient ground for my discharge, regardless of how long I have been employed.

Name (print) _____

Signature _____

Date _____