

Employment Application

CXtec is an Equal Opportunity Employer. We maintain a drug-free workplace. Federal law prohibits discrimination because of race, color, religion, sexual orientation, gender, national origin and age and requires affirmative action in the employment of women, minorities, the disabled and veterans.

Be sure you read all instructions carefully. Please print in dark ink. Complete both sides of this application and sign your name on the back. **Incomplete or unsigned applications will not be considered.**



personal data

Last Name _____ First _____ Middle _____

Current Address _____ City _____ State _____ Zip _____

Telephone (____) _____ e-mail _____ Social Security # _____

Position for which you are applying:

Would you work: Full-time Part-time

Specify days and hours if part-time:

In some CXtec jobs, one or more of the following conditions are required, and inability to satisfy these work schedules may limit further consideration of your application. Please indicate whether you are able to perform:

Shift Work Yes No Overtime Yes No

Rotational schedule Yes No Weekend work Yes No

If your application is considered favorably, on what date would you be able to begin work?

Rate of pay expected

employment experience

Please list previous employment below beginning with your most recent position. Include U.S. military experience (show rank/rate at discharge), summer and part-time jobs. Please complete all appropriate items, **even if you have already provided us with a resumé.**

Employer Name & Address _____ From _____ to _____

Telephone (____) _____ Position Title _____ Starting Salary _____ Ending Salary _____

Supervisor's Name & Title _____ Reason for Leaving _____

Describe your duties and responsibilities _____

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Supervisor's Name & Title _____ Reason for Leaving _____

Describe your duties and responsibilities _____

May we contact the employers listed above? Yes No If No, indicate which one(s) you do not wish us to contact _____

education and training

High School _____ Years Completed 1 2 3 4 Diploma GED

College/University _____ Major Course of Study _____ Diploma/Degree _____

Graduate School _____ Major Course of Study _____ Diploma/Degree _____

Describe any other training or education you have had _____

general information

How did you hear about us? (circle all that apply) Classified Ad Job Fair Internet Employee Referral (name) _____ Other (please explain) _____

Have you previously applied to CXtec? Yes No If yes, when and for what position? _____ Are you eligible to work in the U.S.? _____

Do you have any commitments to another employer or professional organization which might affect your employment with CXtec? Yes No

If yes, please explain: _____

In order to comply with the Defense Acquisition Improvement Act of 1986, CXtec must ask whether you are currently or within the last two years have been a member of the Armed Forces or employed by the Department of Defense? Yes No

Please include any other job related information you think would be helpful to us in considering you for employment, such as additional work experience, activities, accomplishments, voluntary work experience, etc.
