



Providing Business Driven Lighting Solutions

Application for Employment

This information will not be the only basis for hiring decisions. You are not required to furnish any information that is prohibited by federal, state, or local law.

Personal Application Data

| | | | |
|-----------------------|------------------------------|--------|----------|
| Last Name | First | Middle | |
| Home Address | City | State | Zip Code |
| Business Address | City | State | Zip Code |
| Home Telephone | Business Telephone | | |
| E-mail Address | Preferred Method of Contact | | |
| Position Applying For | Expected Earnings | | |
| Today's Date | Date Available to Begin Work | | |

Military Experience

(To be filled out by those who served in any branch of the Armed Services)

| | | |
|--|---------------------------|------------------------------|
| Branch of Service | Date Entered (month/year) | Date Discharged (month/year) |
| Highest Rank or Grade | Terminal Rank or Grade | |
| Please list any additional information regarding your service: _____ | | |
| _____ | | |
| _____ | | |

Business Experience

(Please start with your most recent position and include *all* full-time positions, using as many sheets as necessary)

| | | | |
|------|--|-----------|-----|
| Firm | | Telephone | Fax |
|------|--|-----------|-----|

| | | | |
|---------|------|-------|----------|
| Address | City | State | Zip Code |
|---------|------|-------|----------|

| | | | |
|------------------|----------------------------------|--|--|
| Type of Business | to | | |
| | Dates of Employment (month/year) | | |

| | | | |
|----------------|----------------|--------------|-------|
| Position/Title | Initial Salary | Final Salary | Bonus |
|----------------|----------------|--------------|-------|

Nature of Work

| | |
|------------------------------|-------|
| Name of Immediate Supervisor | Title |
|------------------------------|-------|

What do/did you like most about your job? _____

What do/did you like least about your job? _____

Reason for leaving or desiring to change _____

May we contact this employer? Yes No

Please include any additional information about your time with this employer:

Please copy this sheet as many times as needed for each previous employer.

Education

High School

| | | |
|----------------|------|-------|
| Name of School | City | State |
|----------------|------|-------|

| | | | |
|------------------------------------|------|-----------|-------------------|
| Approx. number in graduating class | Rank | Final GPA | Letter Equivalent |
|------------------------------------|------|-----------|-------------------|

Extracurricular activities: _____

Offices, honors, awards: _____

Part-time and summer work: _____

Additional Information: _____

College/Graduate School

| | | |
|---------------------|------|-------|
| Name of Institution | City | State |
|---------------------|------|-------|

| | | | | |
|--------|-------|--------------|-----------|-------------------|
| Degree | Major | Credit Hours | Final GPA | Letter Equivalent |
|--------|-------|--------------|-----------|-------------------|

Activities, Awards, Offices, Honors: _____

| | | |
|---------------------|------|-------|
| Name of Institution | City | State |
|---------------------|------|-------|

| | | | | |
|--------|-------|--------------|-----------|-------------------|
| Degree | Major | Credit Hours | Final GPA | Letter Equivalent |
|--------|-------|--------------|-----------|-------------------|

Activities, Awards, Offices, Honors: _____

Personal Information

Membership in professional or job-relevant organizations (you may exclude groups that indicate race, religion, national origin, disability, or other protected status):

Publications, patents/inventions, professional licenses, or other honors and awards:

What qualifications, abilities, and strong points will help you succeed in this job?

What are your weak points and areas for improvements?

Are you willing to relocate? Yes No

If no please explain: _____

What are your career objectives?

Legal Information

Do you have the legal right to work in the US? Yes No

If no please explain: _____

Have you ever been convicted of a crime other than a minor traffic violation?

Yes No If yes please explain: _____

I certify that the answers given in this application are true and complete to the best of my knowledge. I have provided requested information about all of my full time jobs. I authorize investigation into all statements I have made on this form as may be necessary for reaching and employment decision.

In the event that I am employed, I understand that any false or misleading information I knowingly provided may result in discharge and/or legal action. I understand also that if employed, I am required to abide by all rules and regulations of the employer and any special agreement reached between employer and me.

Signature

Date