

APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, sex, national origin or citizenship status, age, marital or veteran status, disability or handicap, sexual orientation, or any other legally protected status.

PLEASE PRINT

| | |
|-------------------------|---------------------|
| Position(s) Applied For | Date of Application |
|-------------------------|---------------------|

PERSONAL

| | | | |
|---|------------|--------|--|
| Last Name | First Name | Middle | Social Security Number |
| Street Address | | | Home Phone |
| City, State, Zip | | | Business Phone |
| Have you ever been employed by Cambridge Management before? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, give dates: From _____ To _____ | | | Pay Expected |
| Are you available to work: <input type="checkbox"/> Full time <input type="checkbox"/> Part time Specify days and hours if part time _____ | | | Will you work overtime if asked? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| On what date would be able to begin work? _____ | | | |
| Are you legally eligible for employment in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No Proof will be required under Immigration Reform and Control Act. | | | If under 18 years of age, can you provide proof of your eligibility to work? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Have you ever been convicted of a felony ? <input type="checkbox"/> Yes <input type="checkbox"/> No (Conviction will not necessarily disqualify an applicant from employment) If Yes, please explain. | | | |
| List any special job-related skills or qualifications. | | | |
| Indicate any languages other than English you can speak, read and/or write (optional) | | | |
| How did you hear about this job? | | | |

EDUCATION

| School | School Name & Location | Course of Study | # of years completed | Did you graduate? | Degree of Diploma |
|------------|------------------------|-----------------|----------------------|-------------------|-------------------|
| College | | | | | |
| High | | | | | |
| Elementary | | | | | |

Professional Certifications: Give designation(s) and year(s) received:

EMPLOYMENT HISTORY

| | | | | |
|---------------------|------------|--------------------|-------|-------------------------|
| Employer | | Dates Employed | | Describe work performed |
| | | From | To | |
| Address | | | | |
| | | | | |
| Telephone Number(s) | | | | |
| | | | | |
| Job Title | Supervisor | Hourly Rate/Salary | | |
| | | Starting | Final | |
| Reason for leaving | | | | |
| | | | | |
| Employer | | Dates Employed | | Describe work performed |
| | | From | To | |
| Address | | | | |
| | | | | |
| Telephone Number(s) | | | | |
| | | | | |
| Job Title | Supervisor | Hourly Rate/Salary | | |
| | | Starting | Final | |
| Reason for leaving | | | | |
| | | | | |
| Employer | | Dates Employed | | Describe work performed |
| | | From | To | |
| Address | | | | |
| | | | | |
| Telephone Number(s) | | | | |
| | | | | |
| Job Title | Supervisor | Hourly Rate/Salary | | |
| | | Starting | Final | |
| Reason for leaving | | | | |
| | | | | |
| Employer | | Dates Employed | | Describe work performed |
| | | From | To | |
| Address | | | | |
| | | | | |
| Telephone Number(s) | | | | |
| | | | | |
| Job Title | Supervisor | Hourly Rate/Salary | | |
| | | Starting | Final | |
| Reason for leaving | | | | |
| | | | | |

List professional, trade, business, or civic associations and offices held. You may exclude those which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status.

REFERENCES

List name and telephone number of three references who are not related to you and are not previous supervisors.

- 1 _____
- 2 _____
- 3 _____
- 4 _____

The information provided in this Application for Employment and in any resume attached is true, correct and complete. In the event of employment, I understand that any misrepresentation or omission of fact on this application or resume may result in my dismissal.

I authorize investigation of all references and statements contained in this application or in my resume if attached. I hereby release from liability Cambridge Management Services and its representatives for seeking such information.

I understand that acceptance of employment offer does not create a contractual obligation and that just as I am free to resign at any time, Cambridge Management Services reserves the right to terminate my employment at any time, with or without cause and without prior notice.

This application is current for only 60 days. If at the end of this time I still wish to be considered for employment, it will be necessary for me to complete a new application.

Cambridge Management Services is an equal opportunity employer. Cambridge Management Services does not discriminate employment, and no question on this application is used for the purpose of eliminating or excluding any applicant's consideration for employment on a basis prohibited by local, state, or federal law.

I authorize Cambridge Management Services to obtain an employment profile report which includes a seven year National Employment Credit Report Summary plus a criminal record check for the past ten years, and I understand also, that records found will be held in strict confidence by Cambridge Management Services.

I understand and agree that I will be required to take a drug screening test as a condition of hiring or continued employment. I understand Cambridge Management Services promotes a drug free work environment and such drug screening test(s) will be given on a random basis. I agree to consent to such test(s) at such time as designated by Cambridge Management Services and to release Cambridge Management Services, its directors, officers, agents or employees from any claim arising in connection with the use of such test(s).

Signature of Applicant

Date