



**GENERAL/SKILL DATA**

Position(S) Applying For: Position Title:	Salary Desired:	Where Did You Learn Of The Position? Please Give Specific Name Of Person, Web Site, Agency Or Otherwise.
Type Of Work Applying For: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary <input type="checkbox"/> Intern	Are You Able To Work Overtime As Required? <input type="checkbox"/> Yes <input type="checkbox"/> No Would You Accept Shift Work? <input type="checkbox"/> Yes <input type="checkbox"/> No	

**EDUCATION & TRAINING**

Education	School Name And Location (City & State)	Dates Attended (Mo./Yr.)		Major/ Minor	Degree Or Units Completed
High School		Not Necessary For High School		NA	Na
University/ Colleges		<u>From</u>	<u>To</u>		
University/ Colleges		<u>From</u>	<u>To</u>		
Graduate School(S)		<u>From</u>	<u>To</u>		
Trade/ Business School(S)		<u>From</u>	<u>To</u>		

**U.S. MILITARY SERVICE**

Period Of Service:		Service/Branch	Final Rank	Major Duties
From (Mo./Yr.):	To (Mo./Yr.):	MOS	Special Training	

**EMPLOYMENT HISTORY**

Please Give Employment History For The Past 5 Years Starting With Most Recent Employer. If Needed, There Is Additional Space For Employment History At The End Of The Document.

Company Name Address	Job Title & Major Duties	Supervisor Name & Phone Number	Dates Employed (Mo./Yr.) & Salary
Present Or Most Recent Employer:  City/State:  Phone No:	Job Title:  Reason For Leaving:	Name/Title:  Phone No:  May We Contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	From To: Final Base Salary Per Commission / Bonus: \$
Company Name Address	Job Title & Major Duties	Supervisor Name & Phone Number	Dates Employed (Mo./Yr.) & Salary

<b>Next Previous Employer:</b>  <b>City/State:</b>  <b>Phone No:</b>	<b>Job Title:</b>  <b>Reason For Leaving:</b>	<b>Name/Title:</b>  <b>Phone No:</b>	<b>From To:</b> <b>Final Base Salary</b> <b>Per</b> <b>Commission / Bonus:</b>
<b>Company Name</b> <b>Address</b>	<b>Job Title &amp; Major Duties</b>	<b>Supervisor Name &amp; Phone Number</b>	<b>Dates Employed (Mo./Yr.) &amp; Salary</b>
<b>Next Previous Employer:</b>  <b>City/State:</b>  <b>Phone No:</b>	<b>Job Title:</b>  <b>Reason For Leaving:</b>	<b>Name/Title:</b>  <b>Phone No:</b>	<b>From To:</b> <b>Final Base Salary</b> <b>Per</b> <b>Commission / Bonus:</b>

**PROFESSIONAL REFERENCES**

LIST TWO OR THREE REFERENCES WHO HAVE KNOWN YOU IN A PROFESSIONAL OR BUSINESS CAPACITY (e.g., CO-WORKERS, CUSTOMERS) FOR AT LEAST ONE YEAR. DO NOT LIST RELATIVES OR FORMER SUPERVISORS. REMEMBER TO INCLUDE PHONE NUMBERS.

- 1.
- 2.
- 3.

**APPLICANT AUTHORIZATION (READ CAREFULLY)**

I certify that the facts contained in this application for employment with TLE (and any attachments thereto) are true and complete to the best of my knowledge, and I understand that any falsification, misrepresentation or deliberate omission of facts will be sufficient reason for refusal of employment or cause for dismissal, if employed. I further understand that due to the nature of the Company's business, I may, if employed, be required to work overtime or shifts which include nights, Saturdays and Sundays.

I authorize TLE to conduct a background check and to investigate and verify all information provided in the application and/or interview. Further, I authorize, by my signature below or copy thereof, my current and former employers, schools and personal references to give all information concerning my education, employment, experience, and performance (including employment dates, salary, reasons for my cessation of employment) and any pertinent information they may have, personal or otherwise, to TLE. I also release all parties from any and all liability and waive any claim against all or any parties resulting from furnishing such information to TLE or its agents.

Additionally, I understand that nothing contained in this application or in any policies, procedures or handbooks I might receive, and nothing said to me in my interview, is intended to or shall be deemed to create an employment contract between TLE and me. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Company unless it is in writing and signed by the CEO of the Company. I understand and agree that if I am employed by TLE, my employment, including compensation and benefits, can be terminated, with or without cause, with or without notice, at any time, at the option of either the Company or me. If employed, I agree to comply with all Company rules and regulations and understand such rules and regulations can be modified at any time the Company determines that it is necessary, except for the right for either the Company or me to terminate employment at any time for any reason.

**Signature:**

**Date:**