



C.W. Moore Plaza
 250 S. 5th Street
 Boise, ID 83702
 208.343.4635
 Fax: 208.343.1858

APPLICATION FOR EMPLOYMENT

An Equal Opportunity/Affirmative Action Employer/Drug-Free Workplace

Today's Date: _____

Each question should be fully and accurately answered. No action can be taken on this application until all questions have been completed. All information given will be available only to persons who have a "need to know" or as required by law. This company will make reasonable accommodation in the application process, if needed. Please forward your completed application to jamie.draney@CSHQA.com.

This application is current only for **thirty (30) days**, at the conclusion of which time, if you have not heard from us and still wish to be considered for employment, it will be necessary for you to fill out a new application.

PERSONAL DATA

Last Name	First	Middle	Social Security Number	Other names used in past employment		
Address		City	State	Zip Code	Home Phone	Message Phone
Position for which you are applying			Wage or Salary Desired		E-Mail	

EDUCATION

School	City and State	Major	Type of Degree/Diploma	GPA	Graduate
High School/GED					<input type="checkbox"/> Yes <input type="checkbox"/> No
College/University					<input type="checkbox"/> Yes <input type="checkbox"/> No
Post Graduate Degree					<input type="checkbox"/> Yes <input type="checkbox"/> No
Technical/Vocational					<input type="checkbox"/> Yes <input type="checkbox"/> No

PROFESSIONAL REGISTRATIONS (List all professional licenses/certifications)

Discipline	States Licensed	Year	License No.'s	Has disciplinary action ever been taken?

SKILLS

List all hardware, software and industry related skills (models, presentations, photography etc.) you are accomplished in

Are you capable of satisfactorily performing the essential duties required of the position you are applying for? Yes No

Have you ever been convicted of a criminal offense? Yes No (a conviction will not necessarily disqualify an applicant) If yes, please explain:

Are you authorized to work in the United States? Yes No

Are you over 18 years of age? Yes No

How were you referred to CSHQA? Advertisement Friend Walk-in
 Recruiting Firm Current Employee Other

Are you currently employed? Yes No

CSHQA is an equal opportunity affirmative action employer. We believe that all persons are entitled to equal employment opportunity and do not discriminate against its employees or applicants because of race, skin color, religion, national origin, gender, pregnancy, marital status, disability, citizenship, current or prior military service, age, or any other consideration made unlawful by applicable federal, state or local laws. This commitment to equal employment opportunity guides decisions related to recruiting, selection, promotion, compensation and benefits, training, assignments, transfers and terminations, as well as other conditions of employment.

WORK EXPERIENCE

Dates of Employment: <u>From</u> Month/Day/Year <u>To</u> Month/Day/Year		Job Title	Supervisor's Name & Title	Rate of Pay: Starting Final
Company Name	List Duties and Responsibilities:			
Address				
City and State				
Phone	Reason For Leaving:			
Dates of Employment: <u>From</u> Month/Day/Year <u>To</u> Month/Day/Year		Job Title	Supervisor's Name & Title	Rate of Pay: Starting Final
Company Name	List Duties and Responsibilities:			
Address				
City and State				
Phone	Reason For Leaving:			
Dates of Employment: <u>From</u> Month/Day/Year <u>To</u> Month/Day/Year		Job Title	Supervisor's Name & Title	Rate of Pay: Starting Final
Company Name	List Duties and Responsibilities:			
Address				
City and State				
Phone	Reason For Leaving:			

REFERENCES (Business/professional only)

Name	Title	Years Known	Phone
Name	Title	Years Known	Phone
Name	Title	Years Known	Phone

This Employment Application is used to notify me that the nature and scope of an investigation, if one is conducted, could include such general identification information as residence verification, and, as applicable, information concerning my employment, education, general reputation, character, personal characteristics, and habits, and that such information may be developed through personal interviews with third parties such as family members, neighbors, friends, associates, former employers, educational institutions, custodians of official records or other sources. Only job-related information developed from such a report will be considered in evaluating my employment application or continued employment. I hereby authorize these persons, companies, organizations or corporations to answer all questions or release any information regarding the items listed in this paragraph. I hereby release them from any liability and hold them harmless from any claim for releasing any truthful information within their knowledge and/or records.

I authorize the Company to release to any person, firm, entity or organization with which I may seek employment in the future, any truthful information concerning my work experience with the Company. I hereby release and hold the Company harmless from any claim for releasing any truthful information within its knowledge and/or records.

I understand that any job offer that may be extended to me will be contingent upon the successful completion of a drug and alcohol test.

I certify that the answers given by me to the foregoing questions and during any interviews are true and correct without consequential omissions, and understand that, if employed, omissions and/or false statements on this application or during any interviews may result in dismissal. I understand and acknowledge that, if hired, my employment is for no definite period and either the Employer or I may terminate our relationship at will at any time, without notice or any reason, and that this employment application does not constitute an employment contract. I have had an opportunity to have my questions about this statement's content and intent answered and understand its terms.

_____ Date

_____ Signature of Applicant

Voluntary Affirmative Action Information

CSHQA is an Equal Opportunity Employer. We consider applicants for all positions without regard to sex, race, color, religion, national origin, age, veteran's status, disability, or any other legally protected status.

We request your cooperation in providing the following information which will be used in accordance with federal and state statutes and regulations regarding Equal Employment Opportunity and Affirmative Action. *Providing this information is voluntary and will be kept confidential.* Refusal to provide this information will not subject you to any adverse treatment. All information received remains separate from your employment application and is not used in any way during the interviewing or hiring process.

If you choose not to provide this information, check the space below indicating your decision.

Date: ___/___/___

Position Sought: _____

Name: _____
Last First Middle Initial

Address: _____
Number/Street City State Zip Code

SURVEY

Gender (Check One):

- Male
- Female
- I prefer not to answer.

Race and Ethnic Identification: Please indicate your ethnicity or race by selecting an option below. If you are Hispanic/Latino, please select the Hispanic category. If you are not Hispanic/Latino, please select one of the other categories. **(Check One):**

- Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture of origin regardless of race.
- White (not Hispanic or Latino):** A person having origins in any of the original peoples of Europe, the Middle East or North Africa.
- Black or African American (Not Hispanic or Latino):** A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino):** A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino):** A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine islands, Thailand and Vietnam.
- American Indian or Alaskan Native (not Hispanic or Latino):** A person having origins in any of the original peoples of North America and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino):** A person who identifies with more than one of the above five races.
- I prefer not to answer.

HR Department Use Only:

Job Group: _____ Other I.D. _____ By: _____ Date: _____ Posting #: _____
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