



## EMPLOYMENT EXPERIENCE

List all full and part time jobs held beginning with most recent.

EMPLOYED FROM/TO (MO/YR)	COMPANY NAME	PHONE NUMBER	STARTING/ENDING SALARY	STARTING/ENDING POSITION

Duties \_\_\_\_\_

Reason for seeking new employment \_\_\_\_\_

Are you currently employed?  YES  NO

Supervisor or Manager \_\_\_\_\_ Phone Number \_\_\_\_\_

May we contact your employer?  YES  NO

Indicate how you spent your time between jobs, if there was a gap. \_\_\_\_\_

EMPLOYED FROM/TO (MO/YR)	COMPANY NAME	PHONE NUMBER	STARTING/ENDING SALARY	STARTING/ENDING POSITION

Duties \_\_\_\_\_

Supervisor or Manager \_\_\_\_\_ Phone Number \_\_\_\_\_

May we contact your employer?  YES  NO

Indicate how you spent your time between jobs, if there was a gap. \_\_\_\_\_

EMPLOYED FROM/TO (MO/YR)	COMPANY NAME	PHONE NUMBER	STARTING/ENDING SALARY	STARTING/ENDING POSITION

Duties \_\_\_\_\_

Supervisor or Manager \_\_\_\_\_ Phone Number \_\_\_\_\_

May we contact your employer?  YES  NO

Indicate how you spent your time between jobs, if there was a gap. \_\_\_\_\_

EMPLOYED FROM/TO (MO/YR)	COMPANY NAME	PHONE NUMBER	STARTING/ENDING SALARY	STARTING/ENDING POSITION

Duties \_\_\_\_\_

Supervisor or Manager \_\_\_\_\_ Phone Number \_\_\_\_\_

May we contact your employer?  YES  NO

Indicate how you spent your time between jobs, if there was a gap. \_\_\_\_\_

Explain in your own handwriting why you are interested in working for Data2Logistics:

---

---

---

---

Indicate experience/training in skills or experience listed (*you may be required to take tests to verify any kills that you list*).

- ACCOUNTING
- BOOKKEEPING
- CASH HANDLING
- CUSTOMER SERVICE
- DATA ENTRY \_\_\_\_\_ KSPH
- FOREIGN LANGUAGE (PLEASE LIST)
- MAIL HANDLING
- COMPUTER
- PROGRAMMING (PLEASE LIST \_\_\_\_\_)
- RECEPTIONIST
- TEN KEY
- TYPING \_\_\_\_\_ WPM
- WORD PROCESSING (PLEASE LIST)
- OTHER

---

Please list any additional information that relates to your ability to perform the job for which you have applied such as licenses, professional memberships, hobbies, etc. You are not required to list any license, professional membership, hobbies, or any organization name which also indicates the race, color, religion, national origin or ancestry of its members.

---

---

US MILITARY SERVICE \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_

Training/experience received that may be relevant to the job for which you are applying \_\_\_\_\_

---

**REFERENCES** (*DO NOT INCLUDE RELATIVES*)

	NAME	OCCUPATION	YRS KNOWN	ADDRESS/PHONE
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

Have you ever been convicted of a crime? (*conviction of a crime is not an absolute bar to employment*)  
 YES                       NO

Have you ever been a party to a civil lawsuit in which a claim or claims were alleged against you involving allegations of dishonesty, breach of trust, money laundering, and type of fraud or any type of misrepresentation?  
 YES                       NO

## **APPLICANT'S STATEMENT**

1. “By my signature below, I promise that the information provided in this employment application (and accompanying resume or documentation, if any) is true and complete, and I understand that any false or misleading information or significant omission(s) may disqualify me from further consideration for employment, and may lead to any dismissal from employment, if I am hired and if discovered at a later date. I agree to immediately notify Data2Logistics if I should be convicted of a felony, or any crime involving dishonesty, breach of trust, controlled substances, sexual misconduct, abuse or violence while my job application is pending or during my period of employment, if I am hired.
2. I authorize any person, current employer(s), and organization(s) named in the application (and accompanying resume, if any) to provide Data2Logistics with any information and opinion requested which Data2Logistics may request in connection with this employment application, and I release such persons and organizations from any legal liability in making such statements.
3. I understand that this application does not create a contract of employment. I understand that, if I am hired, I am obligated to comply with any current and subsequently adopted policies of Data2Logistics. I understand and agree that, if I am hired, my employment is for no definite period of time, and may, regardless of the date of payment of my wages or salary, be terminated, by either me or by Data2Logistics, at any time for any reason, or no reason at all, and with or without notice. I understand that no person is authorized to change any of the terms mentioned in the employment application, except if such a change is in writing and signed by the Chief Financial Officer of Data2Logistics.
4. I understand that federal law prohibits the employment of unauthorized aliens. I acknowledge that Data2Logistics requires all applicants to whom a job offer is extended to submit satisfactory proof of employment authorization and identity. I understand that failure to submit such proof will result in the denial of employment. By signing this application for employment, I am authorizing Data2Logistics, to verify my references and, in the company's discretion, to perform other background investigations to determine my qualifications for employment. Through a separate agency Data2Logistics may investigate my academic credentials prior to employment, current employment, personal/professional references, credit record, and/or criminal record. A report may be prepared summarizing this information. I may make a written request to obtain a description of the nature and scope of any report that is prepared regarding me. Any request for this information should be in writing and directed to Human Resources. I may also obtain a copy of this report by requesting, in writing, the Human Resource Department for such copy.
5. I understand that this application will be active for a period of 12 months. After that time, if I have not been hired and if I wish to be considered for future employment opportunity, I must submit a new employment application.”

---

**APPLICANT'S SIGNATURE**

---

**DATE**