



APPLICATION FOR EMPLOYMENT

Date:					
APPLICANT INFORMATION					
Last Name:			First:		
Maiden Name:			Alias Name:		
Street Address:				Apartment/Unit #:	
City:			State:		
Home Phone:			Cell Phone:		
Email Address:			SSN:		
Position Applying For:			Seeking:		
Salary/Pay Requirements:			Date Available to Start:		
If necessary, the best time to call you is:	AM <input type="checkbox"/>	PM <input type="checkbox"/>	May we contact you at work?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?		
Have you ever worked for another Private Investigations and/or Security agency?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, list:		
Do you possess a Private Investigator license?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, list state and #:		
Will you travel if job requires it?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Will you work overtime if required?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you possess a valid driver's license?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, DL #:		
Are you licensed to carry a firearm?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, license #:		
EDUCATIONAL BACKGROUND					
High School:			City, State:		
Did you graduate from high school?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, year of graduation:		
College:			City, State:		
Attendance Period:			Major/Minor:		
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, list degree:		
College:			City, State:		
Attendance Period:			Major/Minor:		
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, list degree:		

EMPLOYMENT HISTORY

Company:	Phone:
Address:	Supervisor:
Start Date:	End Date:
Job Title:	
Responsibilities:	
Reason for leaving:	

Company:	Phone:
Address:	Supervisor:
Start Date:	End Date:
Job Title:	
Responsibilities:	
Reason for leaving:	

Company:	Phone:
Address:	Supervisor:
Start Date:	End Date:
Job Title:	
Responsibilities:	
Reason for leaving:	

Company:	Phone:
Address:	Supervisor:
Start Date:	End Date:
Job Title:	
Responsibilities:	
Reason for leaving:	

Company:	Phone:
Address:	Supervisor:
Start Date:	End Date:
Job Title:	
Responsibilities:	
Reason for leaving:	

REFERENCES

List the contact information of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

Full Name:		Relationship:	
Company:		Address:	
Phone:		Email:	
Full Name:		Relationship:	
Company:		Address:	
Phone:		Email:	
Full Name:		Relationship:	
Company:		Address:	
Phone:		Email:	

SKILLS & QUALIFICATIONS

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying:

List skills & qualifications:

MILITARY SERVICE

Branch:	From:	To:
Rank at Discharge:	Type of Discharge:	
If other than honorable, explain:		

APPLICANT STATEMENT

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

Data Quest, Ltd. does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, genetic information, citizenship, age, disability, or any other protected status. Examples of prohibited harassment include, but are not limited to, unwelcome physical contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name-calling, negative stereotyping, possession or display of derogatory pictures or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. Harassment of our employees is strictly prohibited, whether it is committed by a manager, coworker, subordinate, or non-employee (such as a vendor or customer). Data Quest, Ltd. takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature:

Date:

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Please submit completed and signed Application for Employment to Employment@DataQuestLTD.com. Thank you.



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