
Employment Application

It is the policy of Smart Pelican Technologies Group, LLC to provide equal employment opportunities to all applicants and employees without regard of any legally protected status, such as race, color, religion, gender, national origin, age, disability, or veteran status.

Applicant Information

Full Name

Daytime Phone

Evening Phone

Address

Years at Address

Optional:
Driver's License (St./#)

SSN

Email Address

Emergency Contact

This person will be contacted if you are involved in an emergency.

Name

Daytime Phone

Evening Phone

Address

Relation to You

Job-Related Information

Position you're applying for

Desired salary range

Who referred you to us?

Have you previously worked here? When?

Have you previously applied here? When?

Do your friends/relatives work here? Who?

Are you at least 18 years old?

Are you currently employed?

May we contact your present employer?

Do you have reliable transportation?

If offered a position, what date can you start?

Can you legally work in the United States?

Can you perform the job with or without reasonable accommodations?

What reasonable accommodations, if any, would you require?

Tell Us About Your Skills

For each skill you have, select your proficiency (5=highest) and enter your years of experience.

Microsoft Applications/Software

Word

Excel

Outlook

PowerPoint

Project

Visio

Visual Studio

Other Applications/Software

Customer Support

Tier 1

Tier 2

Phone Support

Ticketing Systems

Programming Languages

Languages

English

Other Skills

Typing Speed

Work History

Current/Most Recent Employer

Supervisor's Name

Address

Your Job Title

Your Job Duties

Starting Salary

Final Salary

Dates of Employment

Reason for Leaving

Past Employer

Supervisor's Name

Address

Your Job Title

Your Job Duties

Starting Salary

Final Salary

Dates of Employment

Reason for Leaving

Past Employer

Supervisor's Name

Address

Your Job Title

Your Job Duties

Starting Salary

Final Salary

Dates of Employment

Reason for Leaving

Please describe any gaps in employment:

Education and Training

College/University Name

Did You Receive a Degree?

What Kind of Degree?

Address

Attended From/To

College/University Name

Did You Receive a Degree?

What Kind of Degree?

Address

Attended From/To

High School/GED

Did You Receive a Diploma?

Address

Please describe any additional training. Include military service, awards, honors, and achievements.

References

Please list 2 people who we can contact for additional information about you.

Name

Phone Number

Email Address

Address/Location

Relation to You

Worked With From/To

Name

Phone Number

Email Address

Address/Location

Relation to You

Worked With From/To

Additional Information

Please describe any additional information you feel is important for us to know.

Certification

I certify that the information disclosed in this application is accurate and honest. I understand that disclosing false or misleading information in this application and/or any interview(s) will be grounds for the rejection of my application, or if employment commences, will result in immediate termination.

I authorize investigation of all statements contained in this application. I authorize Smart Pelican Technologies Group, LLC to contact former employers and educational organizations regarding my employment and education credentials. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, grades, etc. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment, education, work ethic, etc.

I hereby understand and acknowledge that unless otherwise defined by applicable law, any employment relationship with Smart Pelican Technologies Group, LLC is of an "at will" nature, meaning the Employee may resign at any time, and the Employer may discharge the Employee at any time with or without cause. I also understand that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized Member of Smart Pelican Technologies Group, LLC.

I hereby understand that I am required to abide by all rules and regulations of the Employer.

I have carefully read the above certification statement. I understand and agree to its terms.

Full Name

Signature

Date