





## EDUCATION

NAME CITY/STATE	DID YOU GRADUATE?	MAJOR	MINOR	TYPE OF DEGREE
HIGH SCHOOL ----- ADDRESS				Check one: High School Diploma <input type="checkbox"/> G.E.D. <input type="checkbox"/>
COLLEGE ----- ADDRESS				Received Degree Yes <input type="checkbox"/> No <input type="checkbox"/> Type of Degree Received _____ # of Hours Earned _____
COLLEGE ----- ADDRESS				Received Degree Yes <input type="checkbox"/> No <input type="checkbox"/> Type of Degree Received _____ # of Hours Earned _____
POST-GRADUATE ----- ADDRESS				
TECHNICAL ----- ADDRESS				
OTHER ----- ADDRESS				
SPECIAL LICENSES, CERTIFICATES _____				
COMPUTER HARDWARE/SOFTWARE KNOWLEDGE _____				

## BUSINESS REFERENCES

Please List Three References Who Have Supervised You in the Work Environment:

NAME CITY/STATE	COMPANY AND TITLE	DAYTIME PHONE NUMBER
1. -----		
2. -----		
3. -----		

DO YOU HAVE ANY COMMITMENTS TO ANOTHER EMPLOYER THAT MIGHT AFFECT YOUR EMPLOYMENT WITH MSRC?

YES  NO IF YES, PLEASE EXPLAIN.

WHAT ARE YOUR EMPLOYMENT INTERESTS?  Full Time  Project/Occasional  Rotational  Non Rotational

ARE YOU WILLING TO TRAVEL, IF NECESSARY, FOR THE PERFORMANCE OF YOUR JOB? \_\_\_\_\_

ARE YOU WILLING TO RELOCATE? \_\_\_\_\_

IF WILLING TO RELOCATE, ANY LIMITATIONS OR RESTRICTIONS? \_\_\_\_\_

## LEADERSHIP

DESCRIBE POSITIONS OF LEADERSHIP HELD

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## CAREER ACCOMPLISHMENT

DESCRIBE YOUR SINGLE MOST SIGNIFICANT ACCOMPLISHMENT DURING EMPLOYMENT

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## SECURITY INFORMATION

DRIVER'S LICENSE NUMBER \_\_\_\_\_ STATE \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF, OR PLED GUILTY OR NO CONTEST TO, A FELONY OFFENSE AT ANY TIME, OR A MISDEMEANOR WITHIN THE LAST 10 YEARS? \_\_\_\_\_ IF YES, PROVIDE DETAILS INCLUDING DATE(S), PLACE(S), NATURE OF OFFENSE(S), AND RESULT(S).

*All Applicants: You may answer "no" if the records relating to your conviction have been expunged or sealed. California Applicants: Do not include information concerning a conviction for a marijuana-related offense that is more than two years old. Massachusetts Applicants: Do not include misdemeanor convictions that are more than five years old.*

A criminal conviction will not necessarily disqualify an applicant from employment. All circumstances will be taken into consideration, including date of conviction, type of offense, rehabilitation, and relationship between conviction and position sought.

**THE FOLLOWING SECTION CONTAINS IMPORTANT INFORMATION REGARDING YOUR LEGAL RIGHTS AND IMPORTANT CERTIFICATIONS AND RELEASES OF LIABILITY. PLEASE READ IT CAREFULLY BEFORE SIGNING.**

I DECLARE THAT THE INFORMATION PROVIDED BY ME IS COMPLETE AND TRUE TO THE BEST OF MY KNOWLEDGE. I AM AWARE THAT ANY MISREPRESENTATION OR OMISSION MADE BY ME DURING THE APPLICATION PROCESS MAY PRECLUDE AN EMPLOYMENT OFFER, OR MAY RESULT IN WITHDRAWAL OF AN EMPLOYMENT OFFER, OR IF I AM HIRED, IN MY IMMEDIATE DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL INFORMATION PROVIDED BY ME IN THE APPLICATION PROCESS AND I HEREBY RELEASE FROM ALL LIABILITY OR DAMAGES THOSE INDIVIDUALS, CORPORATIONS OR ORGANIZATIONS WHICH PROVIDE SUCH INFORMATION. I UNDERSTAND THAT ANY OFFER OF EMPLOYMENT IS CONTINGENT ON THE COMPLETION OF A SATISFACTORY BACKGROUND INVESTIGATION, VERIFICATION OF EMPLOYMENT AND A DRUG TEST. IN ADDITION TO THE PREVIOUS REQUIREMENTS, AFTER AN OFFER IS EXTENDED SUCCESSFUL COMPLETION OF A PHYSICAL EXAMINATION IS REQUIRED FOR DESIGNATED POSITIONS. I UNDERSTAND THAT, IF HIRED, I SHALL BE EMPLOYED "AT WILL" AND THAT NOTHING CONTAINED IN THE COMPANY'S EMPLOYMENT APPLICATION, PERSONNEL POLICIES OR OTHER WRITTEN DOCUMENTS, NOR ANY ORAL STATEMENTS MADE TO ME BY THE COMPANY'S REPRESENTATIVES IN CONNECTION WITH MY APPLICATION FOR EMPLOYMENT, OR AT ANY OTHER TIME, SHALL CONSTITUTE AN EXPRESS OR IMPLIED EMPLOYMENT CONTRACT. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY BE TERMINATED AT ANY TIME WITH OR WITHOUT CAUSE OR NOTICE.

PLEASE SIGN AND DATE.

SIGNATURE \_\_\_\_\_

THIS APPLICATION WILL BE ACTIVE FOR 6 MONTHS

DATE \_\_\_\_\_

An Equal Opportunity/Affirmative Action Employer

A copy of the form of this application is filed with the office of the Division of Labor Standards Enforcement, per CA Labor Code Section 431.