



Application For Employment

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or disability, or any other legally protected status.

Position(s) Applied For: _____ Are you available to work: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Temporary On what date would you be available for work? _____	Date of Application
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How Did You Hear About Us?

Advertisement Friend Walk-In
 Employment Agency Relative Other _____

Last Name	First Name	Middle Name	
Address	City	State	Zipcode
Telephone Number(s)		Social Security Number	
Email Address			

If you are under 18 years of age, can you provide required proof of eligibility to work? Yes No

Have you ever filed an application with us before? Yes No If Yes, give date _____

Have you ever been employed with us before? Yes No If Yes, give date _____

Do you have an association/connection with a current employee of Nexus PM, LLC? Yes No
 If Yes, whom _____

Are you known to employers/schools/references by another name? Yes No
 If Yes, give name _____

Are you prevented from lawfully becoming employed in this county because of Visa or Immigration Status? Yes No
Proof of citizenship or immigration status will be required upon employment.

Are you currently on "lay-off" status and subject to recall? Yes No

If hired for part-time work, will you hold any additional part-time positions? Yes No

Do you have a current valid drivers license? Yes No

Do you have a reliable means of transportation to and from work? Yes No

Are you able to perform the essential functions of the job per the supplied job description?
 If No, list accommodations needed. _____ Yes No

Have you ever been convicted of any misdemeanor or felony (this includes, without limitation, pleading guilty, pleading no contest, or having a finding of guilt)? Yes No

Conviction will not necessarily disqualify your application from consideration.

If yes, where, for what, and give dates _____

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities.

You may exclude organizations which indicate race, color, religion, gender, national origin, disability or other protected status.

1.	Employer		Start Date	End Date	Work Performed
	Address				
	Telephone Number(s)		Hourly Rate / Salary		
			Starting	Final	
	Job Title	Supervisor Name			
Reason for Leaving					
2.	Employer		Start Date	End Date	Work Performed
	Address				
	Telephone Number(s)		Hourly Rate / Salary		
			Starting	Final	
	Job Title	Supervisor Name			
Reason for Leaving					
3.	Employer		Start Date	End Date	Work Performed
	Address				
	Telephone Number(s)		Hourly Rate / Salary		
			Starting	Final	
	Job Title	Supervisor Name			
Reason for Leaving					
4.	Employer		Start Date	End Date	Work Performed
	Address				
	Telephone Number(s)		Hourly Rate / Salary		
			Starting	Final	
	Job Title	Supervisor Name			
Reason for Leaving					

If you need additional space to record previous jobs, please continue on a separate sheet of paper.

Are you currently employed?

Yes No

If so, may we contact your employer?

Yes No

Education

	Name & Location	Last Grade Completed	Graduated			Degree/Major
			Yes	No	Year	
High School		9 10 11 12				
Jr. College		1 2				
College/University		1 2 3 4				
Trade/Tech School		1 2 3 4				
Other		1 2 3 4				

State any additional information you feel may be helpful to us in considering your application.

List professional, trade, business, or civic activities and offices held.
You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, disability or other protected status.

Skills and Qualifications
 Summarize special job-related skills and qualifications acquired from employment or other experience.

Limitations
 List any limitations, allergies, and or phobias that may effect the job duties per the job description.

References

Give name, address, telephone number and number of years known of three work references.

Name	Address	Phone Number	# Years Known

Have you ever had any job-related training in the United States military? Yes No

If Yes, please describe

Applicant's Statement

Please read carefully before signing. As used here, Nexus PM LLC includes all related entities.

I certify that to the best of my knowledge and belief, the answers given by me to the foregoing questions and the statements made by me in this application are correct and complete. I understand that any false answer or statements or implications made by me in this application, the interviewing process or other required documents may, in the discretion of Nexus PM LLC, result in denial of employment or for term of employment, whenever the falsification or omission is discovered.

I hereby give Nexus PM LLC the right to make a thorough investigation of my past employment, education and activities, background and credit checks, driving record, and to perform chemical testing for the use of illegal and controlled substances, and I release from all liability all persons, companies, and corporations supplying any such information. I indemnify Nexus PM LLC and all persons and entities against any liability which might result from making any such investigation. Furthermore if employment is accepted, I understand that any legal convictions or charges that arise during my employment may result in immediate termination of employment.

Additionally, I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between Nexus PM LLC and me for either continued employment or for the providing of any benefit. I understand that no oral or written future promise, or anything else that is said or done by Nexus PM LLC, including its policies, practices, handbooks, and benefit plans or booklets, constitute or provides a basis for an employment contract between Nexus PM LLC and me for either continued employment or for the providing of any benefit that is binding on Nexus PM LLC, unless it is an expressed promise, made in writing, and signed by the president of Nexus PM LLC. Moreover, I acknowledge that Nexus PM, LLC may modify, revoke, suspend, terminate or change any or all of its plans, policies, or procedures at any time, without prior notice. No promises regarding employment have been made to me. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that Nexus PM LLC retains the right to terminate my employment with or without cause, and with or without notice, at any time. I understand that my employment is at-will.

I understand, that I am required to abide by all policies of Nexus PM LLC as they may be put into effect by the Company, from time to time.

Signature of Applicant

Date

OFFICE USE ONLY

Interviewed on: _____ / _____
(Date) (Date)

Interviewed by: _____ / _____

Read and Initialed Job Description: Yes No

