

## EMPLOYMENT APPLICATION

**PLEASE COMPLETE PAGES 1-5.**

*Incomplete information could disqualify you from further consideration. Please complete all fields.*

Navitus Engineering, Inc. (hereinafter called “the Company”), is an equal opportunity employer. The Company does not discriminate in employment regarding race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, pregnancy, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.

### PERSONAL INFORMATION

Name

Last

First

Middle

Address

E-mail Address

Mobile Phone #

Other Phone #

Are you Legally eligible to work in the U.S?    Yes    No

Are you at least 18 years or older? (If not, you may be required to provide authorization to work.)    Yes    No

Have you ever been terminated from employment or asked to resign by an employer?

Yes    No

**If yes**, please provide company names and details

Are you available to work?    Full Time    Part Time    Temporary

Can you work overtime, including weekends?    Yes    No

If hired, would you have a reliable means of transportation to and from work?    Yes    No

Can you travel if the position requires it?    Yes    No

Are you able to perform the essential functions of the job for which you are applying, with or without reasonable accomodation?    Yes    No

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### Employment Desired

Date you can start Hourly rate/Salary desired

Position desired

Are you currently employed?    Yes    No    If so, may we inquire with your present employer?  
                                          Yes    No

Have you ever worked for this company before?    Yes    No    Explain

Do you know anyone who works for our company?    Yes    No    Who?

Education	Name and location of school	Degree Received	Subjects studied/Major
High School			
College or University			
Trade, Business or Correspondence School			

**EMPLOYMENT HISTORY** Include your **last five years** of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration. Attach additional sheets if necessary.*

From	To	Employer Name	Telephone
Job Title		Address	
Immediate supervisor and title		Summarize the nature of work performed and job responsibilities	
Reason for leaving (be specific)			

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Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain.

### REFERENCES

Give the names of at least three people not related to you, whom you have known for at least three (3) years.

Name	Address, Phone, Email	Company	Years Acquainted
1			
2			
3			
4			
5			
6			

# EMPLOYMENT APPLICATION

## Applicant Statement and Agreement

Please read and initial each paragraph below. If there is anything that you do not understand, please ask.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for the Company to hire me. If I am hired, I understand that either Company or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of the Company has the authority to make any assurance to the contrary.

I attest with my signature below that I have given the Company true and complete information on this application. No requested information has been concealed. I authorize the Company to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

I understand that if I am selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration law require me to complete an I-9 Form in this regard.

I understand that (1) the Company may have a drug and alcohol policy that provides for testing; (2) consent to such policy is a condition of my employment is based on the successful passing of testing under such policy. I further understand that continued employment may be based on the successful passing of job-related drug and alcohol policy test or physical examinations.

I understand that (1) the Company has a criminal background check policy that provides for the Company to conduct a criminal background check for preemployment review, as well as review after employment; (2) consent to, and compliance with such policy is a condition of hire and employment.

My signature attests to the fact that I have read, understand, and agree to all the above terms.

Signature

Date

**THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE ABOVE.**

**Thank you for completing this employment application form and your interest in our business.**