



# ITU

**International Technological University**

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www.itu.edu

Campus Location: 3120 Scott Blvd, Santa Clara, CA 95054, USA

## APPLICATION FOR EMPLOYMENT

### PERSONAL INFORMATION

Full Name	_____	_____	_____
	First	MI	Last
Address	_____		_____
	Street Address	City, State	Zip Code
Phone Number	_____		
Position Applied For	_____		

What type of work would you accept (check all that apply)?  Full-Time  Part-Time  Temporary (FT)  Temporary (PT)

What days and hours are you available to work? \_\_\_\_\_

Are you over 18?  Yes  No

Do you have the legal right to reside and work in the U.S.?  Yes  No (Documentation is required upon hire)

If a driver's license is required for the position for which you are applying, do you have one?  Yes  No

Are you able to perform the essential functions of the job for which you have applied either with or without reasonable accommodation?  
 Yes  No

Have you ever been employed by this company or its affiliated companies?  Yes  No

Do you have a friend or relative employed by the company?  Yes  No If so, who: \_\_\_\_\_

How did you learn of this opening? \_\_\_\_\_

### EDUCATION AND SKILLS

	High School	Business/Vocational School	Undergraduate College	Graduate or Professional
School Name				
Location of School (City, State)				
Total Years Completed				
Major/Subject				
Diploma or Degree Received (Yes/No)				
Overall G.P.A.				

Describe any specialized training, apprenticeship, skills or activities relevant to the job for which you are applying: \_\_\_\_\_

Describe any honors, scholarships, award or special recognition that you have received: \_\_\_\_\_

List any professional or vocational certificates, licenses, or registrations that you currently hold or have held: \_\_\_\_\_

## EMPLOYMENT HISTORY

**Do not write "see resume" on this section or anywhere on this application. The company will consider for employment only those applicants who complete this application entirely.**

Please list your previous employers in chronological order with the present or last employer first. Account for all periods of time including military service and any period of unemployment. If self-employed, give name of company and supply business references.

Company Name	From (Mo/Yr)		Job Title
Street Address	To (Mo/Yr)		Reason for Leaving
City State Zip	Supervisor	Phone #	
Job Duties and Responsibilities:			
Company Name	From (Mo/Yr)		Job Title
Street Address	To (Mo/Yr)		Reason for Leaving
City State Zip	Supervisor	Phone #	
Job Duties and Responsibilities:			
Company Name	From (Mo/Yr)		Job Title
Street Address	To (Mo/Yr)		Reason for Leaving
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Job Duties and Responsibilities:			
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Street Address	To (Mo/Yr)		Reason for Leaving
City State Zip	Supervisor	Phone #	
Job Duties and Responsibilities:			

*If more space is needed, please use supplemental employment history sheet.*

## REFERENCES

Providing professional references is the applicant's responsibility. The company will not consider for employment any person who does not provide the full name and current contact information of at least three professional references who can and will discuss the applicant's career accomplishments and suitability for the position sought. Please include at least one former supervisor.

Name	Business Name	Phone Number	Address	City, State
1. _____				
2. _____				
3. _____				

## ACKNOWLEDGMENTS

The information on this application is true and complete to the best of my knowledge. I also agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.

I understand that this application is not and is not intended to be a contract for employment. If I am hired, I understand that the 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 any offer of employment from the company is conditional upon my passing a drug test.

I understand that once employed by the company I will be required to immediately offer satisfactory documentary proof of my right to reside and work in the United States.

\_\_\_\_\_  
Signature of Applicant:

Date:

The company is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age sex, marital status, national, disability or handicap, or veteran status.