

TELADATA

44061 Old Warm Springs Boulevard • Fremont • California • 94538
 Phone (510) 979-1200 • Fax (510) 979-1886 • www.teladata.com

Application for Employment

(Please Print or Type)

Last Name		First Name		Middle Initial	Other Name(s) Used	
Address	Street	Number	City	State	Zip Code	
Telephone Number(s) Home _____ Work _____			How did you learn about <i>TELADATA</i> ?			
Position(s) Applied for			Date of Application	Social Security Number		
Desired or Required Salary or Wages			Contact Phone Number and E-mail Address			

If you are under 18 years of age, can you furnish a work permit?..... Yes No

Have you ever been employed with *TELADATA* before?..... Yes No

Are you legally eligible for employment in this country?..... Yes No
 (Proof of the legal right to work in the U.S. will be required upon employment.)

Are you capable of performing the essential job functions of the particular position you are applying for without reasonable accommodations?..... Yes No

If you are a disabled individual, you are invited to volunteer information regarding any reasonable accommodation that you may need to perform essential job functions. _____

Type of employment desired: Full Time Part Time Shift Work Temporary Seasonal

Have you ever been convicted of a felony? Yes No
 (Conviction does not necessarily disqualify an applicant for employment.)

If yes, please explain: _____

Educational Background

	Name & Location	Last Grade Completed	Major	Degree or Diploma (Y/N)
High School				
College/University				
Additional College or Trade School				

Summarize special job-related skills and qualifications acquired from employment, training, or other experiences, or additional job related information you feel may be helpful to us in considering your application: _____

List any computer hardware (PC, Apple, etc.) and office software (Word Processor, Database, etc.) you can skillfully operate if it relates to the position for which you are applying: _____

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References

Give the name, telephone number, and professional relationship of four references who are not otherwise listed in this application and who would be in a position to evaluate your skills and experience. Do NOT list personal references.

	<u>Name</u>	<u>Telephone Number</u>	<u>Professional Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Employment Experience

Start with your present or most recent position. If you need additional space, please continue on a separate sheet of paper.

From	To	Employer's Name	Telephone ()
Job Title		Address	
Supervisor		Summarize the nature of work performed and job responsibilities	
Salary per		Reason for Leaving	

From	To	Employer's Name	Telephone ()
Job Title		Address	
Supervisor		Summarize the nature of work performed and job responsibilities	
Salary per		Reason for Leaving	

From	To	Employer's Name	Telephone ()
Job Title		Address	
Supervisor		Summarize the nature of work performed and job responsibilities	
Salary per		Reason for Leaving	

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Work Availability

Available start date: _____

Do you object to working overtime?..... Yes No

Will you work overtime without prior notice?..... Yes No

What days of the week are you available to work?

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Will you travel if required by this position?..... Yes No

Do you have a reliable means of transportation for the position for which you are applying? Yes No

Applicant's Statement

I certify that answers given herein and the information on my resume are true and complete to the best of my knowledge. I understand that any false statements or omissions of fact on this or any other document will constitute grounds for rejection of my application or, if hired, for dismissal. I authorize *TELADATA* to investigate all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed six months. Any applicant wishing to be considered for employment beyond this time period will be required to complete another application.

In consideration of any employment, I agree to conform to the rules and regulations of *TELADATA*. Further, I understand that any employment would be for no definite period and may be terminated with or without cause and with or without notice at any time at the option of *TELADATA* or myself. I further understand that no company representative has authority to enter into any employment for a specified term, unless as part of a written employee contract signed by authorized representative of the company and me. I understand and agree that although *TELADATA* may have other policies and practices that may change from time to time, the policy of at-will-employment may be changed only in writing entered into for that purpose, signed by an authorized direct.

I hereby authorize all organizations and persons in this application including excluding my current employer to release any information that *TELADATA* may require for reference purposes. I release *TELADATA* and said organizations and persons from liability for any damage whatsoever resulting from the receiving of such information.

Print Name

Signature of Applicant

Date

TELADATA is an Equal Opportunity Employer

We consider applicants for all positions without regard to race, color, religion, sex, pregnancy, national origin, age, medical condition, marital or veteran status, disability, sexual orientation or any other classification protected by applicable local, state or federal employment discrimination laws.