



APPLICATION FOR EMPLOYMENT

DARTS is an Affirmative Action and Equal Opportunity Employer. We consider all applicants for positions without regard to race, color, creed, religion, national origin, sex, age, affectional preference, marital status, status as to public assistance, disability, veteran status, or any other legally protected status.

Last name		First	MI	Date of Application	
Street Address			Social Security Number		
City			State	ZIP	
Telephone (please include area code)			Driver's License Number		
How were you referred to DARTS? (Put checkmark by only one)					
College	Newspaper	Internet	Employment Agency	DARTS Employee	Other (please explain):
(please print name):					

Job Interest

What Position Are You Applying For?	
Wage or Salary Desired: \$	Date Available For Employment:
Other Positions For Which You Are Qualified:	

Educational History

Put Checkmark by Highest Grade Completed in Each School Category														
	High School				Tech School	College				Graduate School				Other:
	9	10	11	12	12	1	2	3	4	1	2	3	4	
	Name					Location					Degree Earned			
High School														
College														
Graduate School														
Business, Technical, Military, or Vocational School														

Please read carefully before starting. List all employment starting with **present** or **most recent** employer. Account for all periods, including unemployment and service with the Armed Forces. Also include relevant voluntary and/or part time work experience. Use additional sheet if necessary or attach resume.

Employment History

Employer		Describe Major Duties:
Address		
City	State ZIP	
Supervisor	Phone	May we contact this person? Yes No
Salary Starting	Dates Worked From	Reason for Leaving
Final	To	

Employer		Describe Major Duties:
Address		
City	State ZIP	
Supervisor	Phone	May we contact this person? Yes No
Salary Starting	Dates Worked From	Reason for Leaving
Final	To	

Employer		Describe Major Duties:
Address		
City	State ZIP	
Supervisor	Phone	May we contact this person? Yes No
Salary Starting	Dates Worked From	Reason for Leaving
Final	To	

Volunteer Activities

List any volunteer activities in which you have participated:

Outside Activities

List professional, trade, business or civic activities and offices held (exclude groups which indicate race, color, religion, sex, national origin, age, or disability status).

Special Skills

Typing speed:

Computer skills, including software used:

Please list other skills and/or equipment/language experience you have:

Military Record

Were you in the US Armed Forces? Yes ___ No If yes, what branch?

Date Discharged: Final Rank:

(Military experience should also be included in the Employment History section)

Personal Data

If hired, can you provide proof of right to legally work in the United States? Yes No

Why would you like to work for DARTS?

Convictions

Have you ever been convicted of a felony? Yes No

Have you been convicted of a misdemeanor committed within the past five years, or were you imprisoned for a misdemeanor that occurred more than five years ago? Yes No

If "Yes" to either of the above questions, please explain below. If you need more space, please attach a separate piece of paper. **This information will not necessarily bar an applicant from employment.**

Professional References

List three people who have worked with you and are familiar with your professional skills and abilities. Please do not include friends or relatives. Incomplete information may delay the processing of your application.

Name	Relationship to You	Job Title	Company	Phone Number
May we contact your present employer? Yes No				

PLEASE READ THIS CAREFULLY BEFORE SIGNING YOUR NAME BELOW:

Applicant Acknowledgment

I understand that DARTS (hereinafter referred to as "the Company") requires certain information about me to evaluate my qualifications for employment and to conduct its business if I become an employee. Therefore, I authorize the Company to investigate my past employment, educational credentials and other employment-related activities. I agree to cooperate in such investigations and release those parties supplying such information to the Company from all Liability or responsibility with respect to information supplied.

I agree that the Company may use the information it obtains concerning me in the conduct of its business. I understand that such use may include disclosure outside the Company in those cases where its agents and contractors need such information to perform their functions where their company's legal interests and/or obligations are involved, or where there is a medical emergency involving me. I agree that all equipment, notebooks, documents, files, books and other materials which I may prepare, use or possess during the course of my employment are the Company's property and may not be taken with me or used after I leave.

I UNDERSTAND THAT NOTHING CONTAINED IN THIS EMPLOYMENT APPLICATION OR IN THE GRANTING OF AN INTERVIEW, AND NO COMPANY POLICIES, PROCEDURES, OR HANDBOOKS THAT I MIGHT RECEIVE, ARE INTENDED TO CREATE AN EMPLOYMENT CONTRACT BETWEEN THE COMPANY AND MYSELF FOR EITHER EMPLOYMENT OR FOR THE PROVIDING OF ANY BENEFIT. I UNDERSTAND THAT ANY EMPLOYMENT WITH THE COMPANY WOULD NOT BE FOR ANY FIXED PERIOD OF TIME AND THAT, IF EMPLOYED, I MAY RESIGN AT ANY TIME WITH OR WITHOUT CAUSE OR THE COMPANY MAY TERMINATE MY EMPLOYMENT AT ANY TIME WITH OR WITHOUT CAUSE. ANY MODIFICATION OF THIS AT-WILL EMPLOYMENT RELATIONSHIP MUST BE PURSUANT TO A WRITTEN CONTRACT SIGNED BY THE PRESIDENT.

I understand that any false answers or statements made by me on this application or any supplement thereto or in connection with the above-mentioned investigation will be sufficient grounds for immediate discharge if I am employed.

My signature below acknowledges my agreement to take any physical examinations that the Company may require, including testing for illegal or unauthorized substances. I understand that any offer of employment is contingent upon successfully passing the examination requirements and agreeing to take future physical exams, including drug screening, which the Company may require for the health and safety of its employees and property.

Applicant's Signature

Date