

SARKES TARZIAN, INC.

Application for Employment

It is the policy of Sarkes Tarzian, Inc. not to discriminate unlawfully in its employment and personnel practices because of a person's race, color, religion, sex, national origin, disability or age. Discriminatory employment practices are specifically prohibited by the Federal Communication Commission. If you believe your equal employment rights have been violated, you may contact the FCC, 1919 M Street, N.W., Washington, DC 20554, or other appropriate federal, state or local agency.

Instructions: 1. Type or print in ink. 2. Answer each question fully and accurately; use additional space after page 5 if necessary.

Name (Last-First-Middle and previous name if applicable)		Email Address	Date of Application
Mailing Address (Street and Number, City, State, Zip Code)		Area Code & Phone No.	Birth Date (Answer if you are less than 21 years of age)
Position(s) sought	Date available to begin work	Have you ever worked for this Company? _____. If yes, when and where?	

Are you prevented from lawfully becoming employed in this country because of visa or immigration status? _____ (Proof of citizenship or immigration status will be required upon employment.)
--

Education

School Name & Location	Dates Attended*		Years Completed	Major Areas of Study	Degree Obtained	Date of Degree*
	From	To				
High School						
College						
Military						
Other-Special Schools Education & Training						

* For reference checking purposes only.

Employment History

(List positions in chronological order starting with current or most recent position.)

Company Name & Address	Employment Dates	Base Pay
Employer	Hired	Start
Street Address	Separated	End
City and State	Name and Title of Immediate Supervisor	Phone No.
Position held and description of duties:		
Reason for leaving		

Company Name & Address	Employment Dates*	Base Pay
Employer	Hired	Start
Street Address	Separated	End
City and State	Name and Title of Immediate Supervisor	Phone No.
Position held and description of duties:		
Reason for leaving		

Company Name & Address	Employment Dates*	Base Pay
Employer	Hired	Start
Street Address	Separated	End
City and State	Name and Title of Immediate Supervisor	Phone No.
Position held and description of duties:		
Reason for leaving		

Company Name & Address	Employment Dates*	Base Pay
Employer	Hired	Start
Street Address	Separated	End
City and State	Name and Title of Immediate Supervisor	Phone No.
Position held and description of duties:		
Reason for leaving		

May we contact your present employer? Yes No If no, why? _____

*For reference checking purposes only.

US Military History

Present Selective Service Classification	Date Entered*	Date Discharged	Initial Rank	Final Rank
Briefly describe your military duties.				

THE FOLLOWING PERTAINS TO ALL APPLICANTS. (Use additional space after page 5 if necessary.)

Note: Supply the following information if it is not in your résumé. If the job you are seeking requires that you operate cameras, machines, computers, typewriters, etc., please indicate the specific ones you are skilled at operating, as well as software familiarity.

List any additional skills, qualifications or experiences which might support your application.	List hobbies and special interests.
	Are there certain days of the week or hours in a day when you are not available to work? Explain**

* For reference checking purposes only.
 ** All reasonable steps will be taken to accommodate religious preferences.

<p>Is there any reason that you cannot perform the essential functions of the job for which you are applying?</p>	<p>Is there any reason that performing the functions of the job would create a hazard to you or to others?</p>
<p>Have you ever pled guilty to or been convicted of any crime? Omit minor traffic violations unless you are applying for a job which requires the operation of a motor vehicle.) If yes, state the crime(s), date(s), location(s), court(s), and sentence(s). *</p>	<p>Are there any civil actions (other than contract actions) or criminal charges now pending against you? If yes, state the nature of the action(s) or charge(s), name and location(s) of court(s) and current status. *</p>
<p>Have you ever been discharged or requested to resign from a position? If yes, give the circumstances.</p>	<p>If presently employed, why do you desire a job change?</p>

I applied for this position because of:

- _____ Advertisement in the _____ publication;
- _____ Radio or television advertisement on _____ station;
- _____ Recommendation of current employee named _____;
- _____ Recruitment efforts at the _____ educational institution;
- _____ Referral by _____ employment agency;
- _____ Other. Please specify _____.

Personal References (not former employers or relatives)

Name	Occupation	Street Address, City, State, Zip Code	Telephone No.

* Guilty pleas, convictions or pending criminal charge(s) are not automatic bars to employment. Neither are pending civil actions. All circumstances will be considered.

Please Read Carefully

I hereby certify that the information given on this application is true and complete, and I understand and agree that false statements, misrepresentations or omissions of requested facts is sufficient cause for denial of or dismissal from employment.

I authorize Sarkes Tarzian to contact my prior employers (and my present employer if so indicated on Page 3, above) and personal references as listed above for the purpose of verification. I further authorize Sarkes Tarzian to investigate my background, including, but not limited to, my criminal history, any civil lawsuits in which I am a party and my driving record. I release Sarkes Tarzian from any and all liability for such investigation and for the use of any such information. I authorize the use of any information in this application, résumé or other submissions to verify my statements, and I authorize my past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I hereby certify that no promises regarding employment have been made to me. I understand and agree that if I am employed by Sarkes Tarzian, Inc. the employment relationship will be terminable at will at any time with or without cause by either party, notwithstanding any other oral or written statements by the Company prior to, at, or following the date of employment, unless set out in writing, dated and executed by both parties. I further understand that, if I am employed, policies and rules which are issued are not conditions of employment and that the Company may revise such policies and procedures, in whole or part, at any time.

I understand also that this application will be considered active for a period of six (6) months only.

Signature of applicant _____