



J P Systems, Inc. Employment Application

J P Systems, Inc. is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability.

Please submit a resume with this Employment Application.

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity within three (3) days of being hired. Failure to submit such proof within the required time may result in immediate employment termination.

Personal Data

First Name _____ Middle Initial _____ Last Name _____ Suffix (Jr., Sr.) _____

Telephone Number

Today's Date

Daytime phone at which we may contact you

Cell Phone

Personal email at which we may contact you

Are you legally eligible for employment in the US? (Y/N): _____ Are you a Veteran? (Y/N): _____

How were you referred to J P Systems, Inc.? Please indicate the specific source:

1. Recruiter/Agency, 2. J P Systems' Employee, 3. Advertisement, 4. Web Site name 5. Person 6. Other

Have you worked for a company that was disbarred or suspended from Federal contracting activities? (Y/N) _____
Date company was disbarred or suspended? _____

Were you an owner or stock holder at this firm? (Y/N) _____

Name of Disbarred Firm _____

Position Preferences

For what job title are you applying? _____ Job Number? _____

Salary expected (\$ USD): _____ per _____ (Specify per hour, month or year)

Schedule desired: Full Time or Part Time? (FT or PT) _____ for number of hours per week? (8 to 40) _____

On what date could you start work? ___/___/___

Could you travel if required (Y/N)? _____ If so, what % of the time? _____

Prefer NOT to travel but will if job requires it (Y/N): _____

Education

High School

High School Name: _____

High School City and State: _____ Grade Point Average: _____

College # 1

College 1 Name: _____

City and State: _____ College 1 GPA: _____

College 1 Degree or # Yrs Completed: _____ College 1 Major or Subject: _____

College # 2

College 2 Name: _____

City and State: _____ College 2 GPA: _____

College 2 Degree or # Yrs Completed: _____ College 2 Major or Subject: _____

Graduate School #1

School Name: _____

Grad City and State: _____

Grad Degree or No. Yrs Completed: _____ Grad School 1 Subject: _____

Grad Grade Point Average: _____

Graduate School # 2

Grad School Name: _____

City and State: _____

Grad Degree or No. of Years Completed: _____ Grad School 2 Subject: _____

Grad Grade Point Average: _____

Certifications

List any professional certificates earned or in progress and/or any additional training programs not included in your formal education (e.g. PMP).

Professional Affiliations

List any Professional Affiliations to which you belong. You may refer to your resume if these are listed. Please do **not** list activities that would indicate age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability. You may include professional organizations like HIMSS, AHIMA, IEEE, AMIA or HL7.

1. _____
2. _____
3. _____

Employment

List your current or most recent employment first. Include work related internships, military service and relevant volunteer work.

Current Employer Name: _____

Company City and State: _____

Telephone No: _____

Supervisor's Name and Title: _____

_____ Position Title: _____

Reason for Leaving: _____

Salary: _____ per Hour Week Month Year

Dates of Employment: From: _____ To: _____

May we contact your current employer? (Y/N)? _____ Email: _____

Previous Employer Company Name: _____

Company City and State: _____

Telephone Number: _____

Supervisor's Name and Title: _____

Your Previous Position Title: _____

Reason for Leaving: _____

Salary: _____ per Hour Week Month Year

Dates of Previous Employment: From _____ to _____

May we contact this previous employer? (Y/N) _____ Email: _____

Previous Employer Company Name 2: _____

City and State: _____

Telephone Number: _____

Supervisor's Name and Title: _____

Your Previous Position Title: _____

Reason for Leaving: _____

Salary: _____ per Hour Week Month Year

Dates of Employment: From: _____ To: _____

May we contact this previous employer? (Y/N) _____ Email: _____

Professional References

Name

Email

Company

Phone

1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

7 _____

Other Notes: