



LATA/Parallax Portsmouth, LLC Employment Application

Personal Data

Last Name _____ First Name _____ M.I. _____

Street Address _____ Home Phone _____

City _____ State _____ Work Phone _____

Zip Code _____ E-mail _____ Cell Phone _____

Have you ever worked or earned a degree under a different name?
If yes, please list those names: _____

Are you a citizen of the United States or a permanent resident authorized to work in the United States? YES _____ NO _____

If no, what is your work authorization Status? _____

Any offer of employment is conditioned upon authorization to work in the United States which must be presented upon employment.

Position Desired

Position Applied For: _____ Desired Salary: \$ _____

Date Available: _____ Geographic Preference: _____

Full Time _____ Part Time _____ Temporary _____ Other _____ If other, please explain _____

of Hours _____ Willing to Travel YES _____ NO _____ % Willing to Travel _____ Willing to Relocate YES _____ NO _____

If required, would you be willing to work overtime? YES _____ NO _____

Are you able to perform the essential functions of the job that are required by the position you are applying for with or without reasonable accommodation? YES _____ NO _____

Ohio Applicants: (An applicant with a conviction record that has been sealed or expunged may answer "no record.")

Have you ever been convicted of a felony? YES _____ NO _____ If yes, please explain.



LATA/Parallax Portsmouth, LLC Employment Application

Education

Type	School Name and Address	Major Subject or Course of Study	Degree Diploma	Scholastic Average
High School				
Trade Technical or Vocational				
Undergraduate or Associate College or University				
Advanced Degree College or University				
Other Degree College or University				

Professional Registration or Certifications *[i.e., Professional Engineer, (PE), MCSE, CPA, etc.]*

Type	State	Current Yes/No	License or Registration Number	Expiration Date

Other Special Training or Skills

State any additional information you believe will be helpful to us in considering your application.
(i.e. computer skills, software, languages, machine operations, typing, etc.)



LATA/Parallax Portsmouth, LLC Employment Application

Employment History

Are you subject to any confidentiality or non-compete agreement(s)? YES ___ NO ___

Have you ever worked for LATA/Parallax Portsmouth or any of its parent companies? YES ___ NO ___

If yes, when and at what location? _____

Please give an accurate and complete record of full and part time employment for a minimum of 10 years. Start with your present or most recent employer. Please attach additional page if necessary. You may also include any verifiable work performed on a volunteer basis.

Company Name _____ Phone _____ May we contact? YES ___ NO ___

Address _____ City _____ State _____ Zip Code _____

Employed From: ___/___ to ___/___ Manager _____ Manager's Title _____
(Month/Year) (Month/Year)

Position Title _____ Starting Salary \$ _____ Ending Salary \$ _____

Reason for Leaving: _____

Main Duties & Responsibilities:

Company Name _____ Phone _____ May we contact? YES ___ NO ___

Address _____ City _____ State _____ Zip Code _____

Employed From: ___/___ to ___/___ Manager _____ Manager's Title _____
(Month/Year) (Month/Year)

Position Title _____ Starting Salary \$ _____ Ending Salary \$ _____

Reason for Leaving: _____

Main Duties & Responsibilities:

Company Name _____ Phone _____ May we contact? YES ___ NO ___

Address _____ City _____ State _____ Zip Code _____

Employed From: ___/___ to ___/___ Manager _____ Manager's Title _____
(Month/Year) (Month/Year)

Position Title _____ Starting Salary \$ _____ Ending Salary \$ _____

Reason for Leaving: _____

Main Duties & Responsibilities:



LATA/Parallax Portsmouth, LLC Employment Application

Professional References

Name _____	Company _____	Home Phone _____
Title _____	Relationship _____	Work Phone _____
Email Address: _____		

Name _____	Company _____	Home Phone _____
Title _____	Relationship _____	Work Phone _____
Email Address: _____		

Name _____	Company _____	Home Phone _____
Title _____	Relationship _____	Work Phone _____
Email Address: _____		

How did you learn about the job that you are applying for?

<input type="checkbox"/> LATA/Parallax Web Site	<input type="checkbox"/> Employee Referral	<input type="checkbox"/> Job Bulletin	<input type="checkbox"/> Public Agency
<input type="checkbox"/> College/University	<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Job Fair	<input type="checkbox"/> Walk – In
<input type="checkbox"/> Community Organization	<input type="checkbox"/> Internet	<input type="checkbox"/> Newspaper	<input type="checkbox"/> Other
Referred by: _____			

Application Certification

Non-Discrimination Policy

LATA/Parallax is an Equal Opportunity and Affirmative Action Employer (EOE/AA). This policy prohibits discrimination based on race, color, sex, age, religion ancestry, national origin, sexual orientation, marital status, citizenship status, disability, or status as a disabled or Vietnam-era veteran. All employment shall be consistent with the principles of equal employment opportunity.

- By submitting this application, I agree to the following: (a) I understand that the receipt of this application does not imply that I will be employed. (b) I authorize the company to conduct a background inquiry to verify the statements and information on this application, other documentation that I provided and other areas that may include prior employment, criminal convictions, motor vehicle history, and other reports. (c) I authorize all previous employers and other persons who have knowledge of me, or my records, to release such information to the company. (d) I hereby release any individual, agency, and JV from all claims or liabilities whatsoever that may arise from the disclosure of such information.
- I understand that employees of the company are employees at will. If hired, I will be free to resign at any time. Likewise, the company will have the right to terminate my employment at any time with or without reason, or notice, regardless of the date of payment of my wages or salary. Neither this application, the employee handbook, nor any other documents given to employees are intended to create nor should such documents be construed as creating an express or implied contract.
- I agree to conform to the rules, regulations, and procedures of the company, which I acknowledge are subject to change at any time at the sole discretion of the company.

I hereby certify that the facts set forth in this application are true and complete to the best of my knowledge. I understand that any misrepresentation or material omission given on my application or any resume or interview may result in a refusal to hire, or if employed, immediate termination of employment when it is discovered.

Signature _____ Date _____



LATA/Parallax Portsmouth, LLC Employment Application

Equal Employment Opportunity/Affirmative Action Data Form

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, sex, national origin, age, marital or veteran status, medical condition or handicap, or any other legally protected status.

As employers/governmental contractors, we comply with government regulations including affirmative action responsibilities where they apply. Solely to help us comply with government record keeping, reporting, and other legal requirements, we request that you please fill out the Applicant Equal Employment Opportunity Data. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a **Confidential File** separate from the Application for Employment. YOUR COOPERATION IS VOLUNTARY. A decision not to comply this form will not subject you to any adverse treatment.

Date: _____ Position Applied For: _____

Name: _____
Last First MI

Address: _____
Street Address City State Zip Code

VOLUNTARY SURVEY

Government agencies at times require periodic reports on the sex, ethnicity, handicapped, veteran, and other protected status of applicants. This data is for analysis and possible affirmative action only. SUBMISSION OF INFORMATION IS VOLUNTARY.

Gender: Male Female (Check One) Age: Age 40 or over Under age 40 (Check one)

Check one of the following race/ethnic groups:

- American Indian/Alaskan Native - a person having origins in any of the original peoples of North America, South America, or Central America and who maintains tribal affiliation or community attachment.
- Asian - a person having origins in any of the original peoples of the Far Islanders East, Southeast Asia, or the Indian subcontinent including for example Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.
- Black or African American - a person having origins in any of the black racial groups of Africa. Terms such as 'Haitian' or 'Negro' can be used in addition to 'Black or African American.'
- Native Hawaiian or Other Pacific Islander - a person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands.
- Hispanic or Latino - a person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino) - a person having origins in any of the original peoples of Europe, the Middle East or North Africa.
- Race missing or unknown - applies to applicants only where a resume or application that is screened is received without any racial or ethnic identification and no further contact is made with the applicant.
- Two or More Races (Not Hispanic or Latino) - All persons who identify with more than one of the above five races.

Check if any of the following are applicable:

- Vietnam Era Veteran - served in the military, ground, naval or air service of the US on active duty for a period of more than 180 days, and was discharged or released there from with other than a dishonorable discharge, if any part of such active duty occurred: (i) in the Republic of Vietnam between 2/28/61, and 5/7/75; or (ii) between 8/5/64 and 5/7/75, in all other cases (any location); or was discharged or released from active duty for a service-connected disability if any part of such active duty was performed (i) in the Republic of Vietnam between 2/28/61, and 5/7/75; or (ii) between 8/5/65 and 5/7/75, in all other cases (any location).
- Disabled Veteran - a veteran who: 1.) is entitled to disability compensation under laws administered by the Veterans Administration 2.) was discharged or released from active duty because of a service-connected disability.
- Handicapped Individual - disabled person means any person who has a physical or mental impairment, which substantially limits one or more major life activities, has a record of such impairment, or is regarded as having impairment.