

VIRTEXCO Corporation is an Equal Opportunity Employer

Application for Employment

This application will be considered active for a maximum of ninety (90) calendar days. If you wish to be considered for employment after that time, you must re-apply.

P E R S O N A L	LAST NAME FIRST M.I.			DATE			
	STREET ADDRESS			HOME TELEPHONE			
	CITY, STATE, ZIP			BUSINESS TELEPHONE			
	HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US? ___ YES ___ NO IF YES, MONTH & YEAR _____ LOCATION _____			SOCIAL SECURITY #			
	POSITION DESIRED			PAY EXPECTED			
	ARE YOU AVAILABLE FOR FULL-TIME WORK? ___ YES ___ NO IF NOT, WHAT HOURS CAN YOU WORK? _____			WHEN WILL YOU BE ABLE TO START			
	SOME POSITIONS WITH VIRTEXCO REQUIRE THAT YOU HAVE A VALID DRIVER'S LICENSE. DO YOU HAVE A VALID DRIVER'S LICENSE AND RECORD? ___ YES ___ NO IF THE ANSWER IS NO, PLEASE EXPLAIN.			ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S.? ___ YES ___ NO			
E D U C A T I O N	SCHOOL		LOCATION	COURSE OF STUDY	NO. OF YEARS COMPLETED	DID YOU GRADUATE?	DEGREE OR DIPLOMA
	HIGH SCHOOL					___ YES ___ NO	
	COLLEGE					___ YES ___ NO	
	GRADUATE					___ YES ___ NO	
	BUSINESS/TRADE/TECHNICAL					___ YES ___ NO	
	OTHER SPECIAL TRAINING OR SKILLS, LANGUAGES, MACHINE OPERATION, ETC)						
POINT OF CONTACT IN THE EVENT OF AN EMERGENCY							
NAME _____		PHONE _____		RELATIONSHIP: _____			
ADDRESS _____							
		STREET	CITY	STATE			
MILITARY							
DID YOU SERVE IN THE U.S. ARMED FORCES? ___ YES ___ NO				IF YES, WHAT BRANCH?			
DESCRIBE ANY TRAINING RECEIVED RELEVANT TO THE POSITION FOR WHICH YOU ARE APPLYING.							

EMPLOYMENT HISTORY

**START WITH YOUR PRESENT
OR MOST RECENT EMPLOYER**

1	COMPANY NAME	TELEPHONE
	STREET ADDRESS	EMPLOYED (MONTH AND YEAR) FROM TO
	NAME OF SUPERVISOR	WEEKLY GROSS PAY START LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING
2	COMPANY NAME	TELEPHONE
	STREET ADDRESS	EMPLOYED (MONTH AND YEAR) FROM TO
	NAME OF SUPERVISOR	WEEKLY GROSS PAY START LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING
3	COMPANY NAME	TELEPHONE
	STREET ADDRESS	EMPLOYED (MONTH AND YEAR) FROM TO
	NAME OF SUPERVISOR	WEEKLY GROSS PAY START LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING
4	COMPANY NAME	TELEPHONE
	STREET ADDRESS	EMPLOYED (MONTH AND YEAR) FROM TO
	NAME OF SUPERVISOR	WEEKLY GROSS PAY START LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING

REFERENCES (Professional NOT Personal)

1			
	NAME	ADDRESS	PHONE NUMBER
2			
	NAME	ADDRESS	PHONE NUMBER
3			
	NAME	ADDRESS	PHONE NUMBER

WE MAY CONTACT THE EMPLOYERS LISTED ABOVE UNLESS YOU INDICATE THOSE YOU DO NOT WANT US TO CONTACT.
DO NOT CONTACT:

EMPLOYER	REASON
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NOTICE

All applicants may be required to submit to pre-employment drug and/or alcohol screening. Failure to submit to and/or authorize such pre-employment testing may result in the applicant not being hired. Likewise, a positive test result on any drug or alcohol test administered may result in an applicant not being hired or, if the applicant already has been hired, may result in termination of the individual's employment with VIRTEXCO Corporation.

I hereby certify that all information contained in this application is complete and accurate to the best of my knowledge. I understand that any misrepresentation or omission of any facts set forth in my application may result in me not being hired or may lead to my dismissal from employment, if hired, whenever any misrepresentation or omission is discovered by VIRTEXCO. I authorize an investigation of all information contained in this application for employment, and I specifically release from all liability all persons, companies, or other third parties who may be contacted to verify or supplement any information I have provided to VIRTEXCO in this employment application.

I understand that nothing in VIRTEXCO'S application process is intended to create an employment contract, and that no promises regarding employment have been made to me. I understand that if I am employed by VIRTEXCO, it will be for no specific period of time and that such employment may be terminated at any time without notice, for any reason or for no reason or cause. I understand that no VIRTEXCO supervisor or other management employee has the authority to alter this at-will relationship unless stated in a specific writing signed by me and an officer of VIRTEXCO.

If a reasonable accomodation is needed for the interview process, please contact Dave Sterling at 757-466-1114

SIGNATURE: _____

DATE: _____

PRINT NAME: _____