



# Poplar Bluff Internet, Inc. Application for Employment

## Personal Information (Please Print Clearly)

Date of Application: \_\_\_\_\_ Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Name (Last, First, MI): \_\_\_\_\_

Present Address: \_\_\_\_\_  
Street City State Zip

Telephone: \_\_\_\_\_ Alternate: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Are you a U.S. citizen? YES \_\_\_\_\_ NO \_\_\_\_\_ Are you 16 years of age or older? YES \_\_\_\_\_ NO \_\_\_\_\_

If not are you legally eligible to work in the United States? YES \_\_\_\_\_ NO \_\_\_\_\_

Can you provide proof of your eligibility to work in the United States? YES \_\_\_\_\_ NO \_\_\_\_\_ Type of work Visa: \_\_\_\_\_ # \_\_\_\_\_

Position applying for: \_\_\_\_\_ Date available for work \_\_\_\_\_

Employment Interest: Full-Time: \_\_\_\_\_ Part-Time: (Number of desired hours): \_\_\_\_\_

Hours of Availability: \_\_\_\_\_ Sunday \_\_\_\_\_ Monday \_\_\_\_\_ Tuesday \_\_\_\_\_

\_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_ Saturday \_\_\_\_\_

Indicate here if you are available to work: \_\_\_\_\_ Days \_\_\_\_\_ Evenings \_\_\_\_\_ Nights \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday \_\_\_\_\_

Are you currently on "lay-off" status? YES \_\_\_\_\_ NO \_\_\_\_\_ Are you available to work overtime if needed? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, when? \_\_\_\_\_ Where? \_\_\_\_\_ Position? \_\_\_\_\_

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## Other Information

Please identify the fields in which you have had experience or training:

\_\_\_\_ Management \_\_\_\_ Customer Service \_\_\_\_ General Clerical \_\_\_\_ Cash Register \_\_\_\_ Data Entry \_\_\_\_ Retail Sales

List computer specific experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you applied for a job with us before? \_\_\_\_ YES \_\_\_\_ NO

Do you have any friends or relatives that are employed by semo.net? \_\_\_\_ YES \_\_\_\_ NO What relationship? \_\_\_\_\_

How many days were you absent from work/school during the past year? \_\_\_\_\_

Have you ever received written reprimands, disciplinary suspensions, been dismissed from employment, forced to resign or resigned to avoid termination?

YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been charged/convicted of a misdemeanor (other than minor traffic offenses) or a felony in this or any other state? \_\_\_\_ Yes \_\_\_\_ No.

If 'yes' please explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Current or Most Recent Employer**

COMPANY \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

Duties \_\_\_\_\_

Date Hired: \_\_\_\_\_ Date Left: \_\_\_\_\_

How long did you work for this employer? \_\_\_\_\_ Less than 6 mos. \_\_\_\_\_ 6 months to 1 year. \_\_\_\_\_ 1 yr. to 18 mos. \_\_\_\_\_ More than 18 mos.

Reason for leaving

\_\_\_\_\_ Better Pay \_\_\_\_\_ Moving \_\_\_\_\_ Problems with other Employees \_\_\_\_\_ Laid off \_\_\_\_\_ School \_\_\_\_\_ Financial Reasons \_\_\_\_\_ Personal Reasons  
\_\_\_\_\_ Problems with Supervisor \_\_\_\_\_ Health Reasons \_\_\_\_\_ Discharges/Terminated \_\_\_\_\_ Not enough Hours \_\_\_\_\_ Other \_\_\_\_\_

Immediate Supervisor

Name \_\_\_\_\_ Position \_\_\_\_\_

Length of lapse of employment between jobs? \_\_\_\_\_ Less than one week \_\_\_\_\_ One week to 1 month \_\_\_\_\_ 1-2 months \_\_\_\_\_ more than 2 months

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**Second Most Recent Employer**

COMPANY \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

Duties \_\_\_\_\_

Date Hired: \_\_\_\_\_ Date Left: \_\_\_\_\_

How long did you work for this employer? \_\_\_\_\_ Less than 6 mos. \_\_\_\_\_ 6 months to 1 year. \_\_\_\_\_ 1 yr. to 18 mos. \_\_\_\_\_ More than 18 mos.

Reason for leaving

\_\_\_\_\_ Better Pay \_\_\_\_\_ Moving \_\_\_\_\_ Problems with other Employees \_\_\_\_\_ Laid off \_\_\_\_\_ School \_\_\_\_\_ Financial Reasons \_\_\_\_\_ Personal Reasons  
\_\_\_\_\_ Problems with Supervisor \_\_\_\_\_ Health Reasons \_\_\_\_\_ Discharges/Terminated \_\_\_\_\_ Not enough Hours \_\_\_\_\_ Other \_\_\_\_\_

Immediate Supervisor

Name \_\_\_\_\_ Position \_\_\_\_\_

Length of lapse of employment between jobs? \_\_\_\_\_ Less than one week \_\_\_\_\_ One week to 1 month \_\_\_\_\_ 1-2 months \_\_\_\_\_ more than 2 months

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**Third Most Recent Employer**

COMPANY \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip

Position \_\_\_\_\_ Supervisor \_\_\_\_\_

Duties \_\_\_\_\_

Date Hired: \_\_\_\_\_ Date Left: \_\_\_\_\_

How long did you work for this employer? \_\_\_\_\_ Less than 6 mos. \_\_\_\_\_ 6 months to 1 year. \_\_\_\_\_ 1 yr. to 18 mos. \_\_\_\_\_ More than 18 mos.

Reason for leaving

\_\_\_\_\_ Better Pay \_\_\_\_\_ Moving \_\_\_\_\_ Problems with other Employees \_\_\_\_\_ Laid off \_\_\_\_\_ School \_\_\_\_\_ Financial Reasons \_\_\_\_\_ Personal Reasons  
\_\_\_\_\_ Problems with Supervisor \_\_\_\_\_ Health Reasons \_\_\_\_\_ Discharges/Terminated \_\_\_\_\_ Not enough Hours \_\_\_\_\_ Other \_\_\_\_\_

Immediate Supervisor

Name \_\_\_\_\_ Position \_\_\_\_\_

Length of lapse of employment between jobs? \_\_\_\_\_ Less than one week \_\_\_\_\_ One week to 1 month \_\_\_\_\_ 1 -2 months \_\_\_\_\_ More than 2 months

**REFERENCES** (Please list three professional and three personal references)

Name: \_\_\_\_\_ Association: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Name: \_\_\_\_\_ Association: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Name: \_\_\_\_\_ Association: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

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Address: \_\_\_\_\_  
Street City State Zip

Name: \_\_\_\_\_ Association: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

Name: \_\_\_\_\_ Association: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

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**PLEASE READ CAREFULLY**

POPLAR BLUFF INTERNET, INC is an equal opportunity employer. Qualified applicants are considered for employment without regard to race, color, religion, sex, national origin, citizenship status, veteran status, age, disability, or other protected status. This application will be given every reasonable consideration, but its acceptance by us does not imply that you will be employed.

**APPLICATION ACKNOWLEDGEMENT**

I certify that all of the information given by me on this employment application or in supplemental form is true and correct to the best of my knowledge and belief. I further understand that any false, incomplete or misleading information or consequential omissions of any kind on this application or supplemental form are sufficient cause for rejection of my application or my dismissal if I am hired.

I hereby authorize POPLAR BLUFF INTERNET, INC and its agents to investigate all statements contained in this application and to interview the references and current/previous employers listed in this application. I authorize all such references and previous employers to provide POPLAR BLUFF INTERNET, INC all facts, opinions and evaluations concerning my current/previous employment and education, along with any other information they may have, personal or otherwise, and I release all such parties from all liability whatsoever which may arise from furnishing such information to POPLAR BLUFF INTERNET, INC, including, but not limited to, any liability for defamation or invasion of privacy.

If I am offered employment, I understand that such an offer may be conditioned upon satisfactory results of a background investigation and/or medical examination or inquiry, including a drug screen test. I understand that my initial and continued employment is conditioned upon my being able to satisfactorily perform the essential functions of the job in which I am placed, with or without reasonable accommodation, according to the standards set by POPLAR BLUFF INTERNET, INC. I further agree that my initial and continued employment is contingent upon my undergoing drug and/or alcohol tests whenever requested by POPLAR BLUFF INTERNET, INC and that the results of such tests must be satisfactory to POPLAR BLUFF INTERNET, INC. I understand that my refusal to take such an examination at any time will subject me to termination.

I understand that employment with POPLAR BLUFF INTERNET, INC is "at-will", for no definite period of time, and that employment and compensation may be terminated, with or without cause or notice, at any time, at the option of POPLAR BLUFF INTERNET, INC or myself. I understand that only the officers of POPLAR BLUFF INTERNET, INC has the authority to alter the "at-will" employment relationship to establish a contract of employment with me for any definite period of time, and that any such contract must be in writing, clearly labeled and designated as an "Employment Contract", and signed by both parties. I agree and fully understand that participation in any benefit programs offered by POPLAR BLUFF INTERNET, INC does not create a contract of employment, nor does any employee handbook or other statements of POPLAR BLUFF INTERNET, INC policy, and such should not be construed as a contract.

I understand that if offered employment, I will, as a condition of employment, be required to submit proof of my identity and legal right to work in the United States on my first day of employment.

I certify by my signature below, that I have read, understand and agree with the above.

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**Applicant Signature**

**Date**

**Ver. 0508**