Employment Application

Date: _____

SkyIO, Inc. is an equal opportunity employer and will not discriminate in the hiring process on the basis of race, color, gender, national origin, age, disability or handicap, genetic information, veteran status, uniformed service status, or any other characteristics protected by law.

Last Name	First Name	Middle Name	
Current Address	City	State	Zip Code
Permanent Address	City	State	Zip Code
Home Phone	Mobile Phone	E-mail	

EMPLOYMENT DESIRED

Position Desired:	Referred By:
Are you applying for Regular Full-Time work?	Are you applying for Regular Part-Time work?
What days and hours are you available to work?	
Are you available on the weekends?	Are you available to work overtime, if necessary?
Salary desired: $ per	If hired, desired start date:
Total Compensation Expectation (describe OT or other comp):	

PERSONAL INORMATION

Have you ever applied to or worked for SkyIO?	If yes, when?
Do you have friends or relatives working for SkyIO?	
If **yes**, state name(s) and relationship:	
If hired, would you have reliable means of transportation to and from work?	
Are you at least 18 years old? *(If under 18, hire is subject to verification that you are of minimum legal age).*	
If hired, can you present evidence of U.S. citizenship or proof of your legal right to live and work in the U.S.?	
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?	
If **no**, describe the functions that cannot be performed: *(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary or eligible applicants/employees to perform essential functions.)*	
Have you ever been convicted of a criminal offense (felony or serious misdemeanor)?	
If ***yes***, state the nature of the crime(s), when and where convicted, and disposition of the case: *(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)*	
Are you currently bound or have you ever signed a non-compete or other restrictive covenant that could prohibit you from working at SkyIO? If ***yes***, please provide a copy.	

EMPLOYMENT HISTORY

List below all present and past employment starting with your most recent employer. Attach a separate page if necessary. Account for all periods of unemployment. ***You must complete this section even if attaching a resume.***

CURRENT EMPLOYER

/ to /

Employer	Phone	Dates of Employment (MM/YY)
		$
Type of Business	Supervisor's Name	Pay ($ per Hour or Year)
Address	City	State Zip Code
Position & Duties		
Reason for Leaving or Looking for Other Opportunities May we contact your current supervisor for a reference? _____		

EMPLOYER

/ to /

Employer	Phone	Dates of Employment (MM/YY)
		$
Type of Business	Supervisor's Name	Pay ($ per Hour or Year)
Address	City	State Zip Code
Position & Duties		
Reason for Leaving May we contact your former supervisor for a reference? _____		

EMPLOYER

/ to /

Employer	Phone	Dates of Employment (MM/YY)
		$
Type of Business	Supervisor's Name	Pay ($ per Hour or Year)
Address	City	State Zip Code
Position & Duties		
Reason for Leaving May we contact your former supervisor for a reference? _____		

EDUCATION, TRAINING & EXPERIENCE

Starting with your most recent school attended, provide the following information:

School (include City & State)	Years Completed?	Did you Graduate?	Degree or Diploma

Do you speak, write or understand any foreign languages? If yes, which language(s)?

Do you have any other experience, training, qualifications, or skills which you feel make you especially suited for work at SkyIO?

- If yes, please explain: _____

Answer the questions in this section if you are applying for a position requiring licensing or certification

Are you licensed/certified for the job you are applying for?

Name of license/certification: _____

Issuing State: _____ License/Certification Number: _____

Has your license/certification ever been revoked or suspended? _____

- If yes, state reason(s), date of revocation or suspension, and date of reinstatement: _____

MILTARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? _____

- If yes, please describe: _____

REFERENCES

List below two persons unrelated to you who have knowledge of your work performance within the last three years:

Last Name	First Name	Phone
Occupation	Number of Years Acquainted	

Last Name	First Name	Phone
Occupation	Number of Years Acquainted	

Please read carefully, initial each paragraph and sign below:	
_____	I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.
_____	I hereby authorize SkyIO, Inc. to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.
_____	I understand and agree that, if hired, my employment is "**At Will**". An employee may terminate his or her employment at any time for any reason or for no reason, without notice, and SkyIO, Inc. may terminate any employee's employment at anytime for any reason or no reason, without notice.
_____	Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien or outstanding judgment) be conducted by internal personnel employed by SkyIO, Inc., I am entitled to copies of any such public records obtained by SkyIO Inc., unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below ☐ I waive receipt of a copy of any public record described in the paragraph above.
_____	I understand that SkyIO, Inc. is a drug-free and alcohol-free workplace and will screen for illegal drug use before hiring and during the course of employment.

This application will remain active for 90 days. After which time, you must reapply to be considered for employment with SkyIO, Inc.

Applicant's Signature: _____ Date:_____