

Date: _____ Last Name: _____

Twist Education, LLC
EMPLOYMENT APPLICATION

It is the policy of Twist Education, LLC to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

Name: _____

Please provide full legal name

Current Address: _____ Apt No. _____

Number of years at this address: _____

Mailing Address (if different from above):

Previous Address: _____ Apt No. _____

Daytime phone: _____ Evening phone: _____

Moble phone: _____ Best Time to Call: _____

Social Security Number: _____

Who should be contacted if you are involved in an emergency?

Contact Name: _____

Relationship to you: _____ Phone: _____

Address: _____

Job Position
Applied For: _____

Desired Salary: \$ _____ per _____

Who referred you to our company? _____

Are you at least 18 years old? _____ Yes _____ No

Driver's License Number: _____

What state issued your license? _____

If you are offered employment, when would you be available to begin work?

_____ Are you currently employed? _____

Are you legally eligible for employment in the United States? _____ Yes _____ No

Have you ever been convicted of any crime, including traffic violations?

_____ Yes _____ No If yes, please describe: _____

THE EXISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AN
AUTOMATIC BAR TO EMPLOYMENT UNLESS RELEVANT TO THE TYPE OF
EMPLOYMENT.

Skills:

Check those skills that you have. List any other skills that may be useful for the job you are seeking. Enter the number of years of experience, and circle the number which corresponds to your ability for each particular skill. (One represents poor ability, while five represents exceptional ability.)

Skill	Years of Experience	Ability or Rating
<input type="checkbox"/> Word Processing	_____	1 2 3 4 5
<input type="checkbox"/> Team Work	_____	1 2 3 4 5
<input type="checkbox"/> Written Skills	_____	1 2 3 4 5
<input type="checkbox"/> Communication Skills	_____	1 2 3 4 5
_____	_____	1 2 3 4 5
_____	_____	1 2 3 4 5
_____	_____	1 2 3 4 5
_____	_____	1 2 3 4 5
_____	_____	1 2 3 4 5
_____	_____	1 2 3 4 5

Employment History:

Resume may not be used for information below. List your current or most recent employment first.

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____

Supervisors Name: _____

Salary: _____

Reason for Leaving: _____

Dates of Employment (Month/Year): _____

Eligible for re-hire? _____

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____

Supervisors Name: _____

Salary: _____

Reason for Leaving: _____

Dates of Employment (Month/Year): _____

Eligible for re-hire? _____

Employment History Continued:

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____

Supervisors Name: _____

Salary: _____

Reason for Leaving: _____

Dates of Employment (Month/Year): _____

Eligible for re-hire? _____

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____

Supervisors Name: _____

Salary: _____

Reason for Leaving: _____

Dates of Employment (Month/Year): _____

Eligible for re-hire? _____

Education and Training:

(Copies of certifications, transcripts, degrees and/or licenses may be required)

College Name and Address

Did you receive a degree? _____ Yes _____ No If yes, degree received: _____

High School Name and Address

Last Grade? ____ 9 ____ 10 ____ 11 ____ 12 Diploma? _____ Yes _____ No

Other Training (graduate, technical, vocational):

Awards, Honors, Special Achievements:

References:

List any two people who would be willing to provide a reference for you.

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Relationship: _____

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Relationship: _____

CERTIFICATION AND AUTHORIZATION

I certify that the information provided on this Application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my Application, or if employment commences, immediate termination.

I authorize Twist Education, LLC to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that the employment relationship will be entirely voluntary in nature. In other words, with appropriate notice, I will have the full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, Twist Education, LLC would have the same right.

I understand that the Twist Education, LLC will conduct a criminal background check and a credit report about me for employment purposes. By signing this Certification and Authorization, I authorize Twist Education, LLC, or any other company authorized by Twist Education, LLC, to access such information as may be necessary to complete a criminal background check and credit report.

I release from liability all persons and entities supplying such information. I indemnify Twist Education, LLC, or any other company authorized by Twist Education, LLC, against any liability which may result from making such requests.

I agree that a fax or photocopy of the Certification and Authorization with my signature will be accepted with the same authority as the original. I understand that upon my request, I will be given a copy of the background report and a written description of my rights under the Fair Credit Reporting Act. I believe to the best of my knowledge that all information provided above is accurate, true and correct.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND AUTHORIZATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

DATE