



RECON CORPORATION APPLICATION

- Fill out the entire application complete in printed ink and please write legibly.
- RECON Corporation is an equal opportunity employer and complies with all state and federal employment opportunity laws.
- If you have any impairment, physical, mental, or medical, which would interfere with your ability to demonstrate your suitability for the job for which you have applied, please let us know so we can make reasonable accommodations to the application process.
- If you are offered employment, you must provide proof of citizenship or work eligibility as required by the Immigration Reform and Control Act.

Applicant Name: _____ Date: _____

If you have worked under any other name(s) please indicate: _____ Are you 18 yrs. of age? _____

Present Address: _____

City/State/Zip: _____ How long have you lived there? _____

Citizenship Status: _____

Driver's License Number _____ State: _____ Type: _____

CDL Class: _____ Restrictions: _____

Endorsement(s) (Click all that apply): X H N T S P F

Have you had your CDL license less than one year? _____

Have you ever worked for this company before? _____

If so, please list dates and positions: _____

Are you able to perform the essential functions of the job for which you are applying, with or without any additional accommodations?

CRIMINAL INFORMATION

If you answer yes to any of the following questions, please use the comment box provided at the end of this section to include additional details.

1. Have you ever had a license or permit revoked or suspended? Yes No
2. Have you ever pled guilty, or no contest to, or been convicted of any misdemeanor or felony? Yes No

If you have answered yes to either of the above, please list all below and include any dates of convictions:

Type of Offense: _____ Date of Offense: _____

Check Applicable: Pled Guilty No Contest Convicted Date of Conviction, if applicable: _____

3. Have you ever tested positive or refused to comply with a pre-employment, post-accident, random, or reasonable suspicion drug or alcohol test for any employer for which you have worked in the past 3 years? Yes No

Note: Answering "yes" to these questions does not constitute an automatic bar to employment. Factors such as age and year of the offense, seriousness and nature of the violation, and rehabilitation will be considered. (Do not include minor traffic citations and arrests or convictions which have been sealed or expunged).

Comments:

EDUCATION/TRAINING INFORMATION

What is the highest level of education you have completed? Use the space below to provide school name, location, graduation status (If applicable).

- Did Not Graduate High School
 High School
 Trade or Truck Driving School
 Some College
 College Graduate
 Postgraduate

Graduation/Degree*	School Name

* If not graduated, please indicate years completed and course of study.

Please list any licenses, certifications, awards, trainings, or degrees you have received:

Have you had any experience in the Armed Forces of the United States or in a State National Guard? Yes No

If yes, what branch: _____

Rank at discharge: _____ Date of Discharge: _____

Are you in the reserves? _____ If yes, date obligation ends: _____

EMPLOYMENT INFORMATION

Please provide the past 3 years of employment. If you have had more than 3 employers, use another sheet of paper.

Last Employer (Name, City, State, Phone Number)	Employment Dates	Supervisor Name	Reason for Separation

Have you ever been terminated or asked to resign from any job, or involuntarily discharged from a position? Yes No

If yes, please explain circumstances:

APPLICANT CERTIFICATION AND AT-WILL STATEMENT

I certify that the facts contained in this application are true, accurate, and complete to the best of my knowledge and understand that, if employed, falsified statements or omitted material facts on this application may result in my disqualification from consideration for employment, or termination from employment if I have already been hired. If offered employment, I understand that the offer may be conditional upon verification of information I provide, as well as other information obtained by the company.

Pre-Employment Qualifications: Pre-employment physicals and drug screenings may be required, and both must be passed prior to starting employment.

In applying for employment, I understand that the company may make a thorough investigation of my entire work and personal history (including reference checks, criminal background checks, and MVR checks), and may verify all data given in my application for employment, related papers, or oral interviews. I authorize such investigation and the giving and receiving of any information requested by the company, and I release from liability any personal giving or receiving of such information. I understand that falsification of data given, or any derogatory information discovered as a result of this investigation may prevent my being hired, or if hired, may subject me to immediate dismissal, if the company considers such information to be an impediment to employment.

Additionally, I understand that no employment offer is being created at this time. No employee has a contract of employment with this company unless it is in writing and signed by an Officer or the Human Resources Director of the company. I understand that if I am employed, my employment and compensation is terminable at-will, is for no definite period, and my employment and compensation may be terminated by the company at any time and for any reason whatsoever, with or without good cause at the option of either the company or myself.

If an employment relationship is created, I understand that Recon Corporation is an at will employer and unless I am offered a specific written contract of employment signed on behalf of the organization by its Member, 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, my employer would have the same right. Moreover, no agent, representative, or employee of Recon Corporation, except in a specific written contract of employment signed on behalf of the organization by its Member, has the power to alter or vary the voluntary nature of the employment relationship.

It is the policy of Recon Corporation to consider all applications without regard to race, religion, color, sex, age, marital status, national origin, disability, gender identity or veteran status.

Name: _____

Signature: _____

Date: _____