



**James Event Production
Employment Application**

Date of Application: _____ How did you hear about the Company? _____

Name: _____ Email Address: _____

Address: _____ Telephone: _____

City, State, Zip: _____ Cell Phone: _____

Position applied for: _____ Date of Birth: _____

Are you legally eligible for employment in the U.S.: Yes No

Proof of identity and authorization to work in the U.S. is required upon commencement of employment

Have you ever been employed by the Company before? Yes No

If you are under 18 years of age, can you provide a work permit if you are offered a job? Yes No

Date available to start work: ____/____/____ I am available to work: Full-time: ____ Part-time: ____ Temp: ____

Do you know anyone who is currently employed with the Company? Yes No If yes, please identify (by name):

Are you able to speak any languages, other than English, that may be helpful in the job? Yes No

If so, please list any languages that you would like the Company to consider: _____

English: Speak _____ Read _____ Write _____

EDUCATIONAL BACKGROUND:

High School Name and Location: _____ Did you graduate? _____

College Name and Location: _____ Major/Degree Achieved: _____

Other Educational Institution(s): _____ Other Certification Achieved: _____

SKILLS AND QUALIFICATIONS: Summarize special skills and qualifications acquired from employment, membership in professional organizations or other experiences that may qualify you for work with the Company. Exclude any that indicate race, color, national origin, ancestry, religion, sex, gender (including gender identity and gender expression), sexual orientation, political affiliations or activities, military service/veteran status, marital status, pregnancy, age (over 40), physical or mental disability, medical condition, or any other legally-protected basis.

REFERENCES:

Name and phone number: _____

Name and phone number: _____

EMPLOYMENT HISTORY:

Starting with the most recent, list your prior employers or work experience for the past 10 years. You may include military service and volunteer activities that are related to job experience.

From: _____ To: _____

Employer / Address / Phone _____

Job title and duties _____

Last immediate supervisor and title _____

Reason for leaving _____

From: _____ To: _____

Employer / Address / Phone _____

Job title and duties _____

Last immediate supervisor and title _____

Reason for leaving _____

From: _____ To: _____

Employer / Address / Phone _____

Job title and duties _____

Last immediate supervisor and title _____

Reason for leaving _____

I hereby certify that all of the foregoing information I have supplied in this application is correct and complete. I hereby authorized **James Event Productions** ("the Company") to verify the information provided. I understand that any falsification or material omission of information will constitute grounds for withdrawal of any employment offer or termination of employment. I give the Company permission to contact each of my previous employers and references, and hereby release the Company from any and all liability for doing so.

I also understand that all offers of employment are conditioned upon the satisfactory completion of reference and/or background checks, and the submission of valid documentation that confirms my identity and authorization to work in the United States. If I receive a conditional offer of employment, I will be asked to provide information regarding criminal convictions, which are not necessarily a bar to employment, but will be considered in a manner consistent with all applicable law. The Practice will also consider factors such as the nature of the crime, the time elapsed, and the nature of the job.

If hired, and in consideration of my employment, I agree to comply with the Company's rules, policies and procedures.

I understand that employment with the Company is "at-will," which means that both the Company and I may terminate my employment at any time, with or without cause or prior notice. In addition, the Company may change my position, duties, schedule and/or compensation, and may transfer, reassign, promote, demote, suspend or otherwise change the terms and conditions of my employment (other than the at-will relationship), with or without cause or prior notice. I further understand that no one has any authority to enter into an agreement of employment with the Company for any specified time period, or to make any agreement contrary to the foregoing unless in a writing signed by the President.

Signature of Applicant: _____

Date ____/____/____

Print Name: _____