

# A SOLUTION, INC.

## Employment Application

*A Solution, Inc. is committed to recruiting, hiring, training, and promoting in all jobs without regard to race, color, religion, national origin, gender, sexual orientation, age, disability, marital status, political belief, or veteran status.*

PLEASE PRINT. ANSWER ONLY THE QUESTIONS THAT APPLY.  
ALL INFORMATION WILL BE TREATED CONFIDENTIALLY.

Name \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Last
First
Middle

Address \_\_\_\_\_  
Street
Apartment #

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Telephone:( \_\_\_\_\_ ) Business Phone:( \_\_\_\_\_ )

Are you a U.S. Citizen?: \_\_\_\_\_ YES \_\_\_\_\_ NO    Are you eligible to work in the U.S.?: \_\_\_\_\_ YES \_\_\_\_\_ NO

POSITION AND SALARY DESIRED: \_\_\_\_\_ DATE AVAILABLE: \_\_\_\_\_

How were you referred to us? \_\_\_ Newspaper Ad \_\_\_ School \_\_\_ ASI Employee \_\_\_ Agency \_\_\_ Self

Other, Please name referral source \_\_\_\_\_

Have you ever been employed by ASI before? \_\_\_\_\_ Yes \_\_\_\_\_ NO    If yes, give date: \_\_\_\_\_

### EDUCATION AND TRAINING

|                    | Name of School | City and State | Degree/Major | Year Graduated                       |
|--------------------|----------------|----------------|--------------|--------------------------------------|
| High School        |                |                |              | XXXXXXXXXXXXXXXX<br>XXXXXXXXXXXXXXXX |
| College/University |                |                |              |                                      |
| College/University |                |                |              |                                      |
| Other              |                |                |              |                                      |

List professional certifications or designations and date received:

#### **Computer Skills**

Hardware: \_\_\_\_\_

Software: \_\_\_\_\_

**EMPLOYMENT HISTORY** (Please complete this section even if a resume is submitted. Start with the most recent employer first and list all jobs in sequential order. Include periods of self employment and use a separate sheet if necessary.)



## BACKGROUND SURVEY QUESTIONNAIRE

The information you provide below is strictly voluntary and will be maintained separately from records available to those responsible for personnel decisions. In an effort to comply with requirements regarding government recordkeeping, reporting, and other legal obligations which may apply, ASI invites you to complete this applicant data survey. Providing this information is voluntary and failure to provide it will not subject you to any adverse personnel decisions or actions. This information will be used and kept confidential in accordance with applicable EEO laws and regulations. Your cooperation is appreciated.

Please indicate your sex:      Male \_\_\_\_\_      Female \_\_\_\_\_

Please indicate your race/ethnic category:

- ⊖ **White, not of Hispanic Origin** - Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
  
- ⊖ **Black, not of Hispanic Origin** - Persons having origins in any of the Black racial groups of Africa.
  
- ⊖ **Hispanic** - Persons of Mexican, Puerto Rican, Central or South American, or other Spanish culture or origin, regardless of race (excludes persons of Portuguese origin.).
  
- ⊖ **American Indian or Alaskan Native** - Persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
  
- ⊖ **Asian or Pacific Islander** - Persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes China, Japan, Korea, the Philippine Islands, and Samoa. The Indian Subcontinent includes India, Pakistan, Bhutan, Nepal, Bangladesh, Sikkim, and Sri Lanka.

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Printed Name

Signature

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Date of Application

Position Applied for:

Vietnam Veteran:    Yes \_\_\_\_\_    No \_\_\_\_\_      Veteran:                    Yes \_\_\_\_\_    No \_\_\_\_\_

Period of Service: \_\_\_\_\_

Branch of Armed Services/Rank: \_\_\_\_\_

Special Accommodations/Considerations for Job Responsibilities: \_\_\_\_\_

**ASI is an Equal Opportunity Employer.**