



# Employment Application

## GTC Technical Support

PRINT CLEARLY IN INK. ANSWER ALL QUESTIONS. SIGN AND DATE THE FORM.

GTC is an equal opportunity employer. All qualified applicants will receive the same consideration and opportunity without regard to race, color, religion, gender, national origin, age, disability, veteran status, or any other status protected by law.

**Date:** \_\_\_ / \_\_\_ / \_\_\_ **Position applied for:** \_\_\_\_\_

Full Name \_\_\_\_\_  
Phone (\_\_\_\_) \_\_\_\_\_  
Email \_\_\_\_\_

Street Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

Duration at Address  
\_\_\_\_\_ y / m

**How did you hear about GTC?** \_\_\_\_\_

**Are you over the age of 18?**

Yes  No

**Are you legally eligible to work in the United States? Yes  No  (If yes, proof is required)**

**Have you ever been fired/asked to resign from a job? Yes  No  (If yes, please explain)**

**Are there days/times you are *not* available to work? Yes  No  (If yes, please explain)**

### EDUCATION

	Name / Location	# of Years	Diploma/Degree
High School	_____	_____	_____
College	_____	_____	_____
Other	_____	_____	_____

**Skills and Qualifications: Licenses, Skills, Training, Awards**

\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY**

**Present or Last Position:**

May We Contact Your Present Employer? Yes  No

Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Position \_\_\_\_\_  
Start / End \_\_\_\_\_ / \_\_\_\_\_  
Salary \_\_\_\_\_

Address \_\_\_\_\_  
Duties \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

**Previous Position:**

Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Position \_\_\_\_\_  
Start / End \_\_\_\_\_ / \_\_\_\_\_  
Salary \_\_\_\_\_

Address \_\_\_\_\_  
Duties \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

**Previous Position:**

Employer \_\_\_\_\_  
Supervisor \_\_\_\_\_  
Position \_\_\_\_\_  
Start / End \_\_\_\_\_ / \_\_\_\_\_  
Salary \_\_\_\_\_

Address \_\_\_\_\_  
Duties \_\_\_\_\_  
Reason for Leaving \_\_\_\_\_

**References**

Name / Title / Phone

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**\*PLEASE READ CAREFULLY BEFORE SIGNING\***

I certify that all the information contained in this application is correct, accurate, and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired.

I also understand that submission of this application does not guarantee employment. No documents used during the employment process will be deemed a contract of any kind. I understand and agree that if hired, employment is at will, for no specified duration, and may be terminated by either GTC or myself at any time, with or without cause or notice.

If employed, I agree to conform to the policies and procedures of GTC at all times, and understand that adherence to these rules is a condition of employment. I also understand that attendance and punctuality are considered essential requirements of every job at GTC and that poor attendance or tardiness will result in disciplinary action.

I understand that if offered a position with GTC, I may be required to submit to a pre-employment drug screening and background check as a condition of employment. Unsatisfactory results, refusal to cooperate, or any attempt to affect the results of these tests, will result in withdrawal of any employment offer, or termination.

I agree to return all GTC property immediately upon the end of employment, and if not, the cost of unreturned items may be deducted from my final paycheck.

By signing below, I acknowledge that I have read, understood, and agree to the above statements.

Signature \_\_\_\_\_ Date \_\_\_\_\_