



# APPLICATION FOR EMPLOYMENT

4125 West Pawnee Street  
 Wichita, KS 67209  
 Phone: (316) 942-7431  
 Fax: (316) 942-4971

Personal Information		
LAST	FIRST	MI
STREET ADDRESS		SS#
CITY	ST	ZIP
HOME PHONE ( )		CELL PHONE ( )
Are you entitled to work in the US?		Yes No
Are you a member of the United States Armed Forces?		Yes No If yes, what branch?
Have you been convicted of a felony, or been incarcerated in connection with a felony, in the past seven years?		Yes No
If yes, please explain:		
<i>NOTE: The presence of a criminal record does not bar you from employment</i>		
Position applying for	Desired hourly wage	Desired start date
Desired employment status	How did you hear about us?	
Full Time Part Time		
Have you previously applied for employment with us?	Yes No	If yes, please provide dates
Have you previously worked for us?	Yes No	If yes, please provide dates Reason for leaving
Prior Work Experience		
	CURRENT OR MOST RECENT	PRIOR
EMPLOYER		
ADDRESS		
DATES OF EMPLOYMENT	From To	From To
STARTING POSITION		
STARTING SALARY		
ENDING POSITION		
ENDING SALARY		
REASON FOR LEAVING		
IMMEDIATE SUPERVISOR		
TITLE		
PHONE / EMAIL		
MAY WE CONTACT?	Yes No	Yes No

Education					
HIGH SCHOOL	NAME			CITY/STATE	
	DATES ATTENDED From _____ To _____		LAST YEAR COMPLETED 9 10 11 12	DIPLOMA OR EQUIVALENT EARNED Yes No	DEGREE OR EMPHASIS
COLLEGE / UNIVERSITY	NAME			CITY/STATE	
	DATES ATTENDED From _____ To _____		LAST YEAR COMPLETED 9 10 11 12	DIPLOMA OR EQUIVALENT EARNED Yes No	DEGREE OR EMPHASIS
TRADE SCHOOL	NAME			CITY/STATE	
	DATES ATTENDED From _____ To _____		LAST YEAR COMPLETED 9 10 11 12	DIPLOMA OR EQUIVALENT EARNED Yes No	DEGREE OR EMPHASIS
OTHER	NAME			CITY/STATE	
	DATES ATTENDED From _____ To _____		LAST YEAR COMPLETED 9 10 11 12	DIPLOMA OR EQUIVALENT EARNED Yes No	DEGREE OR EMPHASIS

**Personal Interests**

List any applicable special skills, training or proficiencies.

List any memberships in professional or civic organizations.

List any personal hobbies or interests.

Personal References				
REFERENCE 1	Name	Phone	Relationship	Years Known
REFERENCE 2	Name	Phone	Relationship	Years Known
REFERENCE 3	Name	Phone	Relationship	Years Known

**Disclaimer**

By signing below, I hereby certify that the above information is true and correct to the best of my knowledge. I understand that misrepresentation or omission of facts called for may prevent me from being hired or lead to my dismissal at any time without notice should I be hired.

I authorize any person, organization or company listed on this application (unless otherwise indicated) to furnish any and all information concerning my previous employment, education and qualifications for employment. I also authorize Ceco, Inc. to request and receive such information and hereby release Ceco, Inc. from any liability as a result of such In consideration for my employment, I agree to adhere to the rules and regulations of Ceco, Inc. and hereby acknowledge that these policies may be changed at any time, at the company's sole discretion, with or without prior notice.

I understand that (1) Ceco, Inc. has a drug and alcohol policy that provides for preemployment testing as well as testing during employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment may be based on the successful passing of testing under such policy.

I further understand that, in connection with routine processing of the employment application, Ceco, Inc. may request from a consumer reporting agency an investigation consumer report. Should this information affect my candidacy, upon written request, Ceco, Inc. will provide me with additional information concerning the nature and scope of any such report requested as required by the Fair Credit Reporting Act.

I hereby acknowledge that this application will remain active for no more than 90 days from the date it was signed.

**All employees and applicants are entitled to equal employment opportunities. Employees are hired on the basis of experience, training, personal background and the potential for growth to contribute to the continued success of the company. Ceco, Inc. does not unlawfully discriminate against its employees or applicants on the basis of veteran status, uniform member service status, race, color, religion, sex, pregnancy, national origin, ancestry, age, marital status, sexual orientation, physical or mental disability, medical condition or any other protected class under federal, state or local law.**

\_\_\_\_\_

**SIGNATURE**

\_\_\_\_\_

**DATE**

*Nothing on this application is intended to create or imply a contractual relationship, if hired the employee understands that employment is at will, i.e. that it is not for any specific time period or duration, and can be terminated with or without reason or notice by either the employee or the Company at any time.*