



APPLICATION FOR EMPLOYMENT
 Incomplete or unsigned applications will not be considered.
 (Please type or print in black ink)

Position Applied For _____

PERSONAL INFORMATION

Last Name		First Name		Middle Initial	
Address (Number and Street)			City		State Zip
Social Security Number		Home Telephone		Alternate Telephone	
Are you able to perform the essential functions of the position for which you are applying, either with or without reasonable Accommodations? YES NO					
If hired, can you present evidence of your legal right to live and work in the U.S.? YES NO					
Are you at least age 18? (Proof of age and work permits may be required prior to hiring) YES NO					
Do you have a reliable means of transportation to and from work? YES NO					

EDUCATION

	Name of School and Address	Graduated (Yes/No)	Number of Years	Course or Major
High School				
College				
Business or Trade School				
Other				
Do you have any other experience, training, qualifications or skills which you feel make you especially suited for this position? (i.e. computer skills, language skills)				

Company #2		Address		Telephone
Employment Dates (Month/Year)		Rate/Hr or Salary		Average No. of Hours Worked Per Week:
From	To	Start	Final	
Position(s) Held:			Supervisor's Name and Position:	
Describe all of your significant duties				
May we contact this employer?		YES	NO	
Reason for leaving:				

Company #3		Address		Telephone
Employment Dates (Month/Year)		Rate/Hr or Salary		Average No. of Hours Worked Per Week:
From	To	Start	Final	
Position(s) Held:			Supervisor's Name and Position:	
Describe all of your significant duties				
May we contact this employer?		YES	NO	
Reason for leaving:				

Please identify and explain all periods of unemployment during the last five years.		
Dates:		
From	To	Reason for Unemployment

U.S. Military Service	Branch:	Discharge Date:	Specialty:
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Have you ever worked or applied for work at VTC Enterprises? If yes, when and what position?	YES	NO
Do you have relatives who work for VTC Enterprises? If yes, who and where do they work?	YES	NO

PERSONAL REFERENCES

<i>List below three persons not related to you who have knowledge of your work performance within the last three years.</i>			
NAME	COMPANY	TELEPHONE	NUMBER OF YEARS AQUAINTED

I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the statements checked by VTC Enterprises (VTC) unless I have indicated to the contrary. I authorize the references listed above, as well as all other individuals whom VTC contacts to provide VTC any and all information concerning my previous employment and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability or disclosure of such information VTC or any of its agents, employees, or representatives. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, my immediate dismissal from employment.

In consideration of my employment, I agree to conform to the rules and standards of VTC. I further agree that my employment and compensation can be terminated at will, with or without cause, and with or without notice, at any time, either at my option or at the option of VTC. I understand that no employee or representative of VTC, other than its CEO and/or Board has the authority to enter into any agreement for employment for any specified period of time, or to make any express or implied agreement contrary to the foregoing. Further, the CEO or Board of VTC may not alter the at-will nature of the employment relationship or enter into any employment agreement for a specified time unless the CEO or Board and I both sign a written agreement that clearly and expressly specifies the intent to do so. I agree that this shall constitute a final and fully binding integrated agreement with respect to the at-will nature of my employment relationship and that there are no oral, written, or collateral agreements regarding this issue.

I also understand that all offers of employment are conditioned on VTC's receipt of satisfactory responses to reference requests and the provision of satisfactory proof of an applicant's identity and legal authority to work in the United States. Offers of employment are also conditioned on the satisfactory completion of a post-offer medical and drug screen examination.

Signature _____ Date _____

AN EQUAL OPPORTUNITY EMPLOYER



2445 A Street
 Santa Maria, CA 93455
 805.928.5000
 Fax: 805.922.9359