



R&D Cross, Inc. is an Equal Employment Opportunity employer. The Company complies with applicable federal and state laws prohibiting discrimination on the basis of age, race, color, sex, religion, national origin, disability, veteran status, or any other protected status.

EMPLOYEE APPLICATION

(Please print in ink and complete all required information. All information provided will be held in confidence.)

Position Applied for _____ Date _____

Desired Salary _____

If application is considered favorable, what date are you available to begin work? _____

Resume attached Yes No

Name _____
Last First Middle Suffix

Present Address _____
Street and/or P.O. Box

_____ City State Zip

What is the best way to contact you?

_____ Phone (Primary) Phone (Secondary) Email

Are you legally eligible for employment in the United States? Yes No

Are you of legal age to work (age 16 or older, as permitted by applicable state or federal law)?
Yes No

Have you previously applied to R&D Cross, Inc. or Southern States?
Yes No If Yes, please provide location and dates _____

If applicable, branch of the U.S. Armed Forces served:

Branch	Rank	Services Dates

I. RECORD OF EDUCATION

School	Name and Address of School	Course of Study	Circle Last Year Completed	Did you Graduate?	List Diploma or Degree
High School			9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (Specify)			1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Licenses and/or Certifications:

II. EMPLOYMENT (List present or last position in #1 and continue in reverse order)

Jobs	Job Title/Dates (Months & Year) Salary	Name of Employer Address, Manager Name & Phone Number	Reason for Leaving	Describe Duties of your Position
1				
2				
3				
4				

I hereby give my permission to contact the employers listed above concerning my prior experience. If there is a particular group you do not wish us to contact, please indicate here: _____

Signed _____ Date _____

III. REFERENCES

List three professional references:

<u>Full Name</u>	<u>Email Address & Phone Number</u>	<u>Company Name/Occupation</u>

IV. SECURITY INFORMATION

Do you have any relatives employed by R&D Cross? Yes No

Please give name _____

Have you ever been discharged or requested to resign from any position? Yes No

If yes, please explain _____

Have you ever been convicted of a felony or misdemeanor? Yes No

If yes, please explain _____

Please read carefully. I understand that:

- Completion of this employment by me does not necessarily indicate there are any positions open and does not in any way obligate R&D Cross Inc. or me. Applications are kept on file for retention purposes only.
- The facts set forth in my application for employment are true and complete. Any false information given in this application or pertinent information omitted constitutes sufficient basis for dismissal.
- A conviction record will not automatically bar me from employment/ R&D Cross considers such factors as the age and time of the offense, the nature and seriousness of the violation, rehabilitation, and the position for which I am applying.
- If employed, I agree to abide by all current and subsequent rules, policies, and code of ethics of R&D Cross, Inc.
- If employed, I understand and agree that my employment can be terminated at will, or without cause, at any time by R&D Cross, Inc. or myself. I understand that no one has authority to enter into any contrary agreement concerning my employment unless such agreement is in writing and signed by an Officer of the Company.

By signing below, I affirm that all information provided on this application is true and accurate.

Signature of Applicant	Date
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Fair Credit Reporting Act Disclosures

- In connection with your application for employment (and subsequent, if hired), R&D Cross, Inc. my request public information about you from consumer reporting agencies. These reports may include the following types of information: Names and dates of previous employers, work experience, reason for termination of employment, driving record, credit history, criminal background, etc.
- R&D Cross, Inc. may use these consumer reports to make decisions concerning your employment. This includes an evaluation of your application for employment, promotion, reassignment, or retention. If you fail to give R&D Cross, Inc. authorization in writing to such reports, your application may be denied or your employment could be terminated.
- If any adverse action is taken against you solely or in part on the consumer report obtained, R&D Cross, Inc. will supply you with a copy of the report. If an adverse action is taken against you based solely or in part upon an obtained consumer report, you will be given notice of the adverse action, the name, address and telephone number of the reporting agency; and an explanation of your right under the Fair Credit Reporting Act, as prescribed by the Federal Trade Commission.

I hereby authorize R&D Cross, Inc. to obtain a copy of any reports from consumer reporting agencies. If any exist. If hired, this authorization shall remain on file and shall be ongoing authorization for R&D Cross, Inc. to produce such reports and information at any time during my employment.

Signature of Applicant	Date
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