



QSF-167: FTI Employment Application
 Revision: D Date: 02/05/2019
 Process owner: HR

Fiberoptics Technology Inc. is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status or any other status protected under local, state or federal laws.

Date of Application _____ Position Applied for _____
 Last name _____ First Name _____ Middle _____
 Address _____ City _____ State _____
 Zip Code _____ Phone _____ Alt. Phone _____ E-mail _____

1. How did you hear about us?
 Newspaper Ad _____ Employment Agency _____
 Current FTI Employee Name _____ Other _____
2. Are you a citizen of the United States? Yes No
3. Are you legally eligible to work in the United States? Yes No
(Proof of eligibility will be required upon offer of employment)
4. Are you over the age of 18 years? Yes No
(If no, you may be required to provide authorization)
5. Can you with or without reasonable accommodation perform the essential functions of this job? Yes No
(If you have any questions about the functions of the job, please ask the interviewer before answering this question.)
6. Have you ever applied to FTI before? Yes No
(If yes, please give date.) _____
7. Have you ever worked at FTI before? Yes No
(If yes, please give dates.) Start _____ End _____
8. Do you have any relatives employed at FTI? Yes No
If yes, please give name(s) and relationship to you. _____
9. What salary or rate of pay do you expect to receive if employed? _____
10. Are you seeking Full time employment Part time
11. Shift preference 1 2 No preference
12. Will you work overtime if required? Yes No
13. On what date will you be available to work? _____

Printed copies are not controlled



QSF-167: FTI Employment Application
 Revision: C Date: 12/20/2017
 Process owner: HR
 14. EDUCATION

	Name and Location of School	Course of Study or Major	# of Years Completed	Diploma Degree	
Elementary	_____		_____		
High School	_____	_____	_____	Yes	No
College	_____	_____	_____	Yes	No
Graduate	_____	_____	_____	Yes	No
Vocational	_____	_____	_____	Yes	No

15. Please list any academic honors, scholarships, offices held, etc. *(Do not list any which reflect your race, color, religion, gender, national origin, age, disabilities or veteran status.)*

16. Describe any specialized training, licensing, apprenticeships, or skills (e.g. job related training; computer technology/word processing etc).

17. Have you received any job-related training in the U.S. Military? *(if so, please explain and dates of training)*

Printed copies are not controlled



QSF-167: FTI Employment Application
Revision: C Date: 12/20/2017
Process owner: HR

18. EMPLOYMENT HISTORY (Begin with current or most recent employer.)
Do not exclude any employment. Include any applicable temporary employment. Attach another sheet if necessary. Previous salaries or wages will not be used to determine compensation at FTI.

May we contact your current supervisor? Yes No
Company Name
Address City St
Phone Name/Title of Supervisor
Employment Dates: Start End
Describe your Duties
Reason for leaving and explanation

Company Name
Address City St
Phone Name/Title of Supervisor
Employment Dates: Start End
Describe your Duties
Reason for leaving and explanation

Company Name
Address City St
Phone Name/Title of Supervisor
Employment Dates: Start End
Describe your Duties
Reason for leaving and explanation

19. REFERENCES: Please list three persons, who are not related to you or previous supervisors, who can provide professional references.

Name
Address City St
Phone Years Known
Relationship/Occupation

Name
Address City St
Phone Years Known
Relationship/Occupation

Name
Address City St
Phone Years Known
Relationship/Occupation

Printed copies are not controlled



QSF-167: FTI Employment Application
Revision: C Date: 12/20/2017
Process owner: HR

APPLICANT ACKNOWLEDGEMENT AND AUTHORIZATION

PLEASE READ CAREFULLY BEFORE SIGNING

I hereby certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that, should an offer of employment be extended by Fiberoptics Technology Inc. (hereinafter referred to as "FTI") that such employment with FTI is at will, for no specified duration and may be terminated by either FTI or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of FTI or its representatives used during the employment process is deemed a contract of employment real or implied. I understand that no representative of FTI except the President has the authority to enter into any agreement guaranteeing any conditions of employment or any agreement contrary to the foregoing statements and that any such agreements must be made in writing and signed by the President of FTI.

In consideration for employment with FTI, if employed, I agree to conform to the rules, regulations, policies and procedures of FTI at all times and understand that such obedience is a condition of employment. I understand that due to the nature of FTI business, attendance and punctuality are considered essential requirements of every job at FTI and that poor attendance or tardiness will result in disciplinary action.

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

I understand that employees who drive Company vehicles on Company business will be required to maintain a valid driver's license and a driving record which meets the requirements of the Company's insurance carrier.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to FTI and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that this application is considered current for three months. If I wish to be considered for employment after this period I must fill out and submit a new application.

I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.

Signature _____ Date _____

Date of Birth _____ Social Security No. _____

Name and number of person completing this form if other than applicant: _____

Printed copies are not controlled



QSF-167: FTI Employment Application
Revision: C Date: 12/20/2017
Process owner: HR

Voluntary EEO Information

Fiberoptics Technology, Inc. is an Equal Opportunity Employer. The federal government requires us to collect the information requested below for periodic reporting. It also is used to help us improve our recruiting programs. Please be aware that, as an applicant, you are not required to provide this information, and any information you do provide will be treated confidentially and will be stored separately from your application and other documents used to make employment decisions. If you choose not to provide this information, your decision will not affect your application. Thank you for your cooperation.

Name: _____

- 1. Ethnicity: Choose not to disclose
 Hispanic or Latino
 Not Hispanic or Latino
- 2. Race: Choose not to disclose
 (You may select one or more races) American Indian or Alaska Native
 Asian
 Native Hawaiian or Other Pacific Islander
 Black or African American
 White
- 3. Gender: Choose not to disclose
 Male
 Female

Signature: _____ Date: _____

Definitions

Ethnicity

- Hispanic or Latino: a person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.

Race

- American Indian or Alaska Native: a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- Asian: a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Native Hawaiian or Other Pacific Islander: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Black or African American: a person having origins in any of the black racial groups of Africa.
- White: a person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Printed copies are not controlled