

APPLICATION FOR EMPLOYMENT

Rainbow Design Services, Inc.
2307 Watterson Trail
Louisville, Kentucky 40299
Phone: 502-266-5357
Fax: 502-266-5414
www.rainbowdesign.net



PLEASE COMPLETE ALL INFORMATION REQUESTED

CONDITIONS OF EMPLOYMENT

Thank you for considering Rainbow Design Services Inc. as a potential employer. Before completing the Employment Application, we wish to emphasize several points. Please check the box next to each statement and sign where indicated to acknowledge your understanding.

- Rainbow Design Services Inc. is an equal employment opportunity employer which selects the individual it feels is the best match for the job based on job-related qualifications, regardless of race, color, creed, sex, national origin, religion, age, disability, or other protected group status.
- Dishonesty in the completion of the employment application will cause it to be considered invalid. Should the dishonesty become known in the future, regardless of how much time has passed, it may be considered grounds for immediate termination.
- In an attempt to be fair, the Employment Application is designed to only request information that will help in determining personal identification; job-related skills, qualifications, and abilities; work history and reliability; and education. The questions listed are not intended to ask for information that could be labeled as discriminatory.
- Employment with Rainbow Design Services Inc. is based on the "at will" doctrine, meaning that either the employee or the employer may terminate the employment relationship at any time and for any reason.
- No applicant is officially considered an employee of this company until and unless he/she receives and satisfies the contingencies stated in a conditional offer letter, signed by a company official, confirming employment and the conditions of employment. These contingencies include completion of a drug screen, criminal history check, and verification of your ability to work in the United States. Rainbow Design Services Inc. participates in the use of E-Verify which is an Internet-based system that allows businesses to determine the eligibility of their employees to work in the United States.
- Rainbow Design Services Inc. reserves the right to have employees submit to a drug test by a designated laboratory, based on cause and/or the occurrence of a workplace accident or incident, should it feel that a test is warranted and necessary. Your continued participation from this point forward gives your consent for such a test.

By checking off the box next to each of the prior statements, I realize that I am acknowledging my understanding of their content, and agree to abide by the spirit and intent of each statement.

Applicant Signature: _____

Date: _____

APPLICANT INFORMATION										
Last Name		First		M.I.		Date				
Street Address						Apartment/Unit #				
City				State			ZIP			
Phone				E-mail Address						
Date Available			Desired Shift				Desired Salary			
Position Applied for										
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?							
Have you ever been convicted of a felony or, during the past two years, a misdemeanor that resulted in imprisonment?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain							
How did you hear about Rainbow Design Services, Inc.?										
EDUCATION										
High School				Address						
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Diploma	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
College				Address						
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree Obtained							
Other				Address						
Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree Obtained							
REFERENCES										
<i>Please list three PROFESSIONAL references.</i>										
Full Name				Relationship						
Company				Phone						
Email Address										
Full Name				Relationship						
Company				Phone						
Email Address										
Full Name				Relationship						
Company				Phone						
Email Address										

PREVIOUS EMPLOYMENT – LIST ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH MOST RECENT

Company				Phone			
Address				Supervisor			
Job Title			Starting Salary			Ending Salary	
Responsibilities							

From		To		Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		

Company				Phone			
Address				Supervisor			
Job Title			Starting Salary			Ending Salary	
Responsibilities							

From		To		Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		

Company				Phone			
Address				Supervisor			
Job Title			Starting Salary			Ending Salary	
Responsibilities							

From		To		Reason for Leaving			
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		

MILITARY SERVICE

Branch				From		To	
Rank at Discharge				Type of Discharge			

If other than honorable, explain							

AVAILABILITY (Check all that apply)

<input type="checkbox"/> Temporary, full-time	<input type="checkbox"/> Week days	<input type="checkbox"/> Afternoons
<input type="checkbox"/> Permanent, full-time	Salary Required per Hour	

SKILLS INVENTORY				
SOFTWARE EXPERIENCE:				
AutoCAD	MicroStation	Bentley Comms	Microsoft Excel	Microsoft Word
Microsoft Outlook	Microsoft Publisher	Microsoft PowerPoint	Adobe Suites	PhotoShop
Other:	Other:	Other:	Other:	Other:
PROGRAMMING EXPERIENCE:				
C#	C++	HTML	Other	Other
LANGUAGE FLUENCY: Please list any languages that you are completely fluent in, including speaking, reading, and writing				

DRAFTING SKILLS:

Describe CAD skills/experience:

EXCEL SKILLS:

Describe all Excel skills/experience:

OTHER:

Please describe any other experience or skills that you believe to be relevant to your consideration for employment:

MUST READ AND SIGN

I understand that nothing in this application, or in any prior or subsequent written or oral statement, creates a contract of employment or any rights in the nature of a contract. I agree and understand that if I am hired by Rainbow Design Services, Inc., my employment will be "at-will", for an indefinite period of time, and may be terminated at any time, with or without cause or notice, at the option of Rainbow Design Services, Inc. or myself.

I understand that I have the right to end my employment at any time and that Rainbow Design Services, Inc. retains the same right. I also understand that no one has the authority to enter into any contract, agreement, or modification of the foregoing unless such contract, agreement, or modification is in writing and signed by Jeff Mardis, President.

This certifies that this application was completed by me, and that all entries on it and the information in it are true and complete to the best of my knowledge.

Applicant's Signature: _____

Date: _____