



Position applied for: _____ Date: _____

RennerBrown considers all applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or veteran status in accordance with federal law. In addition, RennerBrown complies with applicable state and local laws prohibiting discrimination in employment in every jurisdiction in which it maintains facilities. RennerBrown also provides reasonable accommodation to individuals with a disability in accordance with applicable laws.

Name	Date of Birth	Social Security No.
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Current address: _____

Telephone: _____ Cell Phone (if applicable): _____

Pager (if applicable): _____ Email address: _____

Emergency Contact Information

Name _____ Relationship _____

Address _____ Contact Number _____

Are you over age 18? Yes No

If under 18, do you have working papers? Yes No

Are you willing to work overtime if necessary? Yes No

Date you can start: _____ Salary desired: _____

Were you previously employed by us? Yes No

If yes, when? _____ At which location? _____

State name of any relative in our employ: _____

Are you capable of performing the essential functions of the position for which you are applying, with or without reasonable accommodation? Yes No If no, please explain. _____

Are you currently authorized to work for all employers in the United States on a full-time basis, or only for your current employer? All employers Current employer only

Federal law requires that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, RennerBrown will verify the status of every individual offered employment with the Company. In this connection, all offers of employment are subject to verification of the applicant's identity and employment authorization, and it will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization.

EDUCATION (Start with Secondary School)

SCHOOL	NAME AND ADDRESS OF SCHOOL	COURSE OF STUDY	NUMBER OF YEARS COMPLETED	DID YOU GRADUATE?	DIPLOMA OR DEGREES

Are you able to furnish grade transcripts on request? Yes No If no, why not? _____

CERTIFICATIONS

VENDOR	CERTIFICATION1	CERT #	CERTIFICATION2	CERT #	CERTIFICATION3	CERT #
MICROSOFT						
CITRIX						
CISCO						
OTHER						

MILITARY SERVICE RECORD

Have you ever served in the U.S. Armed Forces? Yes No List duties in the Service, including special training, that is relevant to the position for which you have applied.

SKILLS (that you believe are related to the job for which you are applying)

Shorthand _____ w.p.m. Typing _____ w.p.m.

Indicate office machines and software programs you can use. _____

Are there any other experiences, skill, or abilities that you feel especially qualify you for work with our Company?

PRIOR EMPLOYMENT HISTORY (*begin with most recent employer*) Account for your entire employment history and for any gaps in your employment.

DATES FROM TO	NAME, ADDRESS AND TELEPHONE NUMBER OF EMPLOYER	RATE OF PAY		SUPERVISOR'S NAME/TITLE	REASON FOR LEAVING
		START	FINISH		

Nature of Duties: _____

DATES FROM TO	NAME, ADDRESS AND TELEPHONE NUMBER OF EMPLOYER	RATE OF PAY		SUPERVISOR'S NAME/TITLE	REASON FOR LEAVING
		START	FINISH		

Nature of Duties: _____

DATES FROM TO	NAME, ADDRESS AND TELEPHONE NUMBER OF EMPLOYER	RATE OF PAY		SUPERVISOR'S NAME/TITLE	REASON FOR LEAVING
		START	FINISH		

Nature of Duties: _____

(If you need more room to complete your past employment history, use additional sheets of paper.)

References (*excluding relatives*) you should have known the person for at least one year, and it is preferable that the person is familiar with your work experience.

NAME & OCCUPATION	DATES KNOWN	ADDRESS	TELEPHONE NUMBER

I hereby release from liability all persons, corporations or other organizations furnishing information. I am aware that my employment with RennerBrown is conditional depending on the results of verifications of references, educational background, and if job related a review of my conviction record. It is understood and agreed that any misrepresentation, to the best of my knowledge and belief, in this application, will be sufficient cause for cancellation of the application and/or termination of employment. I have read and understand this release. I hereby give RennerBrown permission to investigate all references and to secure any additional information that may be required.

Signature: _____

Date: _____