



APPLICATION FOR EMPLOYMENT

EQUAL ACCESS TO PROGRAMS, SERVICES AND EMPLOYMENT IS AVAILABLE TO ALL PERSONS. THOSE APPLICANTS REQUIRING REASONABLE ACCOMMODATION TO THE APPLICATION AND/OR INTERVIEW PROCESS SHOULD NOTIFY A REPRESENTATIVE OF THE HUMAN RESOURCES DEPARTMENT.

NOTICE TO APPLICANTS AND EMPLOYEES

SCREENING TESTS FOR ALCOHOL AND ILLEGAL DRUG USE MAY BE REQUIRED BEFORE HIRING AND DURING YOUR EMPLOYMENT HERE.



APPLICANT NAME (LAST NAME FIRST)		SOCIAL SECURITY NO.	DOB (OPTIONAL) DRIVERS MUST BE AT LEAST 25 YRS
STREET ADDRESS		CITY	STATE ZIP CODE
TELEPHONE NO.	MOBILE/OTHER NO.	REFERRAL SOURCE (HOW DID YOU HEAR ABOUT US?)	

PERSONAL INFORMATION PLEASE PRINT

DATE OF APPLICATION

POSITION APPLIED FOR				DATE YOU CAN START	SALARY DESIRED
ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THIS COUNTRY?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	HAVE YOU EVER BEEN EMPLOYED HERE BEFORE?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
IF YOU ARE UNDER 18, CAN YOU FURNISH A WORK PERMIT? IF NO, EXPLAIN			DO YOU HAVE AN STA NO.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
ANSWERING "YES" TO THE FOLLOWING QUESTION DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT. FACTORS SUCH AS DATE OF THE OFFENSE, SERIOUSNESS AND NATURE OF THE VIOLATION, REHABILITATION AND POSITION APPLIED FOR WILL BE TAKEN INTO ACCOUNT.				TYPE OF EMPLOYMENT DESIRED	
HAVE YOU EVER PLED "GUILTY" OR "NO CONTEST" TO, OR BEEN CONVICTED OF A CRIME?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
				IF YES, GIVE DATES/POSITION	
				IF YES WRITE NO.	
				DRIVER'S LICENSE NO./STATE	

EMPLOYMENT DESIRED IF DRIVER, PROVIDE LICENSE NUMBER AND ISSUING STATE IN THE SPACE PROVIDED AND ATTACH A CURRENT DVR (DRIVING RECORD) FROM THE DMV

EMPLOYER	TELEPHONE NO.	DATES EMPLOYED (MO/YR TO MO/YR)
STREET ADDRESS	CITY STATE ZIP	STARTING WAGE <input type="checkbox"/> HOURLY <input type="checkbox"/> SALARY \$ PER
STARTING JOB TITLE/FINAL JOB TITLE		FINAL WAGE <input type="checkbox"/> HOURLY <input type="checkbox"/> SALARY \$ PER
IMMEDIATE SUPERVISOR AND TITLE (FOR MOST RECENT POSITION HELD)		MAY WE CONTACT FOR A REFERENCE? YES NO LATER <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
WHY DID YOU LEAVE?	SUMMARIZE TYPE OF WORK PERFORMED/JOB RESPONSIBILITIES	
WHAT DID YOU LIKE MOST ABOUT YOUR POSITION?	WHAT WERE THE THINGS YOU LIKED LEAST ABOUT THE POSITION?	
EMPLOYER	TELEPHONE NO.	DATES EMPLOYED (MO/YR TO MO/YR)
STREET ADDRESS	CITY STATE ZIP	STARTING WAGE <input type="checkbox"/> HOURLY <input type="checkbox"/> SALARY \$ PER
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IMMEDIATE SUPERVISOR AND TITLE (FOR MOST RECENT POSITION HELD)		MAY WE CONTACT FOR A REFERENCE? YES NO LATER <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
WHY DID YOU LEAVE?	SUMMARIZE TYPE OF WORK PERFORMED/JOB RESPONSIBILITIES	
WHAT DID YOU LIKE MOST ABOUT YOUR POSITION?	WHAT WERE THE THINGS YOU LIKED LEAST ABOUT THE POSITION?	

EMPLOYMENT HISTORY STARTING WITH MOST RECENT EMPLOYER, PROVIDE THE FOLLOWING INFORMATION

SUMMARIZE ANY SPECIAL TRAINING, SKILLS, LICENSES AND/OR CERTIFICATES

U.S. MILITARY OR NAVAL SERVICE

RANK

SKILLS AND QUALIFICATIONS

NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
GRAMMAR SCHOOL			
HIGH SCHOOL			
COLLEGE			
TRADE, BUSINESS OR CORRESPONDENCE			

EDUCATIONAL BACKGROUND

NAME	TITLE	RELATIONSHIP TO YOU	TELEPHONE NO.	YEARS KNOWN

REFERENCES LIST NAME AND TELEPHONE NUMBER OF THREE BUSINESS/WORK REFERENCES *NOT* RELATED TO YOU

APPLICANT STATEMENT

I certify that all information I have provided in order to apply and secure work with M.A.T. Parcel Express, Inc. dba MAT Express is true, complete and correct.

I expressly authorize, without reservation, MAT Express, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resumé or job interview. I hereby waive any and all rights and claims I may have regarding MAT Express, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that MAT Express does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for 30 days. At the conclusion of that time, if I have not heard from MAT Express and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without notice, and MAT Express reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for specified period or definite duration. I understand that no supervisor or representative of MAT Express is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by MAT Express' president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any aspect, will be sufficient cause to (a) eliminate me from further consideration for employment, or (b) may result in my immediate discharge from MAT Express' service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT. I CERTIFY THAT I HAVE READ, FULLY UNDERSTAND AND ACCEPT ALL TERMS OF THE FOREGOING APPLICANT STATEMENT.

Signature of Applicant

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Date

Return by email, mail or FAX:
MAT Express
 Attn: Human Resources
 2719 Kurtz Street, Suite C
 San Diego, CA 92110
 FAX: (619) 849-9595
E-mail: hr@matexpress.com