



APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, sexual orientation, marital or veteran status, mental or physical disability, or any other legally protected status.

(PLEASE PRINT OR TYPE)

Position Applied For:						Date of Application
Referral Source:	Ad or Web Site	Employee	Friend/Relative	Walk-In	Other: List Below	Salary Desired
Provide Info←						

Last Name	First Name	Middle Name			
Street Address	City	County	State	Zip Code	
Home Phone	Work Phone	Social Security Number			

If you are less than 18 years of age, can you provide required proof of your eligibility to work? Yes No

Have you ever been employed with us before? If Yes, give date: _____ Yes No

Have you ever filed an application with us before? If Yes, give date: _____ Yes No

If currently employed, may we contact your present employer? Yes No

Are you presently prevented from lawfully becoming employed in this country because of Visa or Immigration Status? (Proof of citizenship or immigration status will be required upon employment.) Yes No

Are you available to work: Full Time Part Time On-Call Temporary

Are you available to work overtime? Yes No

Can you travel if the job requires it? Yes No

Are you currently on "lay-off" status and subject to recall? Yes No

Have you been convicted of a felony within the last 7 years? Yes No
(Conviction will not necessarily disqualify an applicant from employment.)

If Yes, please explain _____

Note to Applicants: Please Answer the Question Below Based on the General Requirements of the Job for Which You Are Applying.

Are you capable of performing in a reasonable manner the activities involved in the job for which you have applied with or without reasonable accommodation?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
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EDUCATION

Level Attained	School Name	Course of Study	Years Completed	Diploma Degree*	Year Awarded
High School					DO NOT COMPLETE
Undergraduate College					DO NOT COMPLETE
Graduate Professional					
Other (Specify)					

*** Note to Applicants:** *Copies of College Diplomas and/or Transcripts (if applicable) may be required from All Applicants hired by Viasant LLC.*

OTHER QUALIFICATIONS:

Summarize special job-related skills and qualifications acquired from employment or other experience. Describe any specialized training, apprenticeship, and extra-curricular activities.

Do you speak, write or understand any foreign language? _____ Yes _____ No
 If yes, which language(s)? _____

What interested you in Viasant?

To aid us in checking records and to verify prior employment and education, please indicate whether you were ever employed or enrolled in a school under a name other than that used on the application. Yes _____ No _____

If yes, please specify the name you were employed or enrolled under. _____

WORK REFERENCES ONLY

(Supervisory references preferred. Do not list friends or relatives. Daytime phone number required.)

1. NAME:	Work #: ()
ASSOCIATION:	Home #: ()
2. NAME:	Work #: ()
ASSOCIATION:	Home #: ()
3. NAME:	Work #: ()
ASSOCIATION:	Home #: ()
4. NAME:	Work #: ()
ASSOCIATION:	Home #: ()

EMPLOYMENT EXPERIENCE

Start with your present or last job (if currently unemployed). Include any job-related military service assignments and volunteer activities. You may exclude organizations that indicate race, color, religion, gender, national origin, mental or physical disability, or other protected status. **Please print legibly, complete in detail, and do not reference resume in lieu of filling out table below. If you need additional space, please continue on a separate sheet of paper.**

Employer:	Dates Employed		Work Performed
	From	To	
Address:			
	Annual Salary		
Supervisor Name:	Starting	Current/Final	
Telephone:			
Your Job Title:			
Reason for Leaving:			

Employer:	Dates Employed		Work Performed
	From	To	
Address:			
	Annual Salary		
Supervisor Name:	Starting	Current/Final	
Telephone:			
Your Job Title:			
Reason for Leaving:			

Employer:	Dates Employed		Work Performed
	From	To	
Address:			
	Annual Salary		
Supervisor Name:	Starting	Current/Final	
Telephone:			
Your Job Title:			
Reason for Leaving:			

Employer:	Dates Employed		Work Performed
	From	To	
Address:			
	Annual Salary		
Supervisor Name:	Starting	Current/Final	
Telephone:			
Your Job Title:			
Reason for Leaving:			

APPLICANT'S STATEMENT

(PLEASE READ CAREFULLY)

I certify that all the information given by me on this application or in supplemental form is true and correct to the best of my knowledge and belief. I further understand that false or misleading statements or consequential omissions of any kind on this application or supplemental forms are sufficient cause for my not being hired or my dismissal if I am hired.

I authorize the references listed above, as well as all other individuals whom Viasant (the Company) contacts to provide the Company any and all information concerning my previous employment, education and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to the Company as well as from any use or disclosure of such information by the Company or its agents, employees or representative. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer, or, if I am hired, my immediate dismissal from employment.

In consideration of my employment, I agree to conform to the rules and standards of the company and agree that my employment and compensation is **AT-WILL** and can be terminated with or without cause or advance notice, at any time, either at my option or at the option of Viasant LLC. I understand that Viasant will not be bound by any oral promises made as to length of employment and that no employees or representatives of Viasant, other than the President, have any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing. Further, the President may not alter the **AT-WILL** nature of the employment relationship unless he or she does so specifically in writing. Such a contract must be designated as an "Employment Contract" and be signed by both parties.

In the event of my employment, any company materials entrusted to me during the course of my employment will be returned to Viasant LLC on the last day of my employment whether I resign or am terminated. I agree and understand that should I be employed I will not, at any time or in any manner, whether during or after my employment, either directly or indirectly, divulge, disclose, or communicate to any outside person, firm, or corporation, in any manner whatsoever, any confidential information concerning any matters affecting or relating to the business of Viasant, including, without limiting the generality of the foregoing, confidential information related to any of its customers, the prices it sets or the fees it has obtained from the sale of its services or products, or relating to its manner of operation, its plans, and other "proprietary information." I understand that I will be asked to sign a confidentiality agreement consistent with this paragraph as a condition of employment.

I hereby authorize my previous employer and, if a job offer is accepted, my current employer to provide any and all information they deem appropriate (to include final salary) regarding my employment and job performance. This information may be provided either verbally or in writing. In addition to authorizing the release of any information regarding my employment, I hereby fully waive any rights or claims I have or may have against my previous or current employers and their agents, employees and representatives, and release such employers and their agents, employees and representatives from any and all liability, claims or damages that may directly or indirectly result from the use, disclosure or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I agree and understand that under the Fair Credit Reporting Act I have been told that this investigation may include an investigative consumer report including information regarding my character, general reputation, personal characteristics, and mode of living. If any such investigation results in denial of employment, I will be so advised. Viasant LLC will supply the name and address of the consumer reporting agency making the investigative report, and I will be given an opportunity to correct any misinformation contained in any such report.

Check this box if you want a copy of any credit reports obtained.

APPLICANT'S CERTIFICATION - This certifies that I have read and understand the preceding statements and that this application was completed by me and that all entries on it are true and complete to the best of my knowledge.

Signature of Applicant

Date

(Do not sign until you have read and understand the entire page.)

PLEASE ATTACH A CURRENT RESUME IF REQUIRED

Your interest in our organization is appreciated. If you are not offered employment within six (6) months following the date of this application, you must resubmit an application if you wish to be considered for future employment.

VOLUNTARY APPLICANT DATA FORM

PLEASE REMOVE THIS FORM FROM THE APPLICATION AND SUBMIT SEPARATELY. THIS VOLUNTARY FORM IS FOR FEDERAL REPORTING REQUIREMENTS ONLY.

The federal government requires Viasant LLC to report sex and race/ethnic origin of applicants for employment. Under the Veterans Employment Opportunities Act, Viasant is required to report veteran status of applicants for employment. Submission of this information is voluntary and failure to provide it will not subject you to any adverse treatment. Your cooperation is appreciated.

Name: _____
Last First Middle Initial

Date of Application: _____

Position(s) Applied For: _____

Indicate how you learned of this vacancy:

- Employee – name of employee: _____
- Direct Inquiry to Personnel
- Advertisement – please specify source: _____
- Organization – please specify: _____
- Other – please specify: _____

Indicate Sex:

- Male Female

Indicate Race/Ethnic Group:

- White A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- Black or African American A person having origins in any of the Black racial groups of Africa.
- Hispanic or Latino (White race only) A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, and of the White race.
- Hispanic or Latino (all other races) A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, and of any race other than White.
- 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.
- American Indian or Alaskan Native A person having origins in any of the original peoples of North America and South America (including Central America) and who maintains tribal affiliation or community attachment.

Indicate Veteran Status:

- No Veteran Status Disabled Veteran Vietnam Veteran Other Veteran

Viasant LLC is an equal opportunity employer and does not discriminate on the basis of race, gender, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, veteran status, age, sexual orientation, or any other basis protected by federal, state, or local law or ordinance or regulation, in admission or access to, or treatment or employment in, its programs and activities. Inquires regarding the corporation's policy and procedures should be directed to the President, Viasant LLC.



Para informacion en espanol, visite <http://www.ftc.gov/credit> o escribe a la FTC Consumer Response Center, Room 130-A 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. For more information, including information about additional rights, go to <http://www.ftc.gov/credit> or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identify theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See <http://www.ftc.gov/credit> for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See <http://www.ftc.gov/credit> for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer-reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.ftc.gov/credit.



You may limit “prescreened” offers of credit and insurance you get based on information in your credit report. Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.ftc.gov/credit.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:

FOR QUESTIONS OR CONCERNS REGARDING	PLEASE CONTACT
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission Consumer Response Center- FCRA Washington, DC 20580 - 877-382-4357
National banks, federal branches/agencies of foreign banks (word "National" or initials "N.A." appear in or after bank's name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 - 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 - 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Programs Washington D.C. 20552 - 800- 842-6929
Federal credit unions (words "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 - 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Division of Compliance & Consumer Affairs Washington, DC 20429 - 877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation Office of Financial Management Washington, DC 20590 - 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator-GIPSA Washington, DC 20250 - 202-720-7051