



EMPLOYMENT APPLICATION

Date: _____

Name _____
Last First Middle Initial

Address _____
No. Street City State Zip

Telephone No. () - _____ Email Address _____

Job applied for _____ Rate of pay expected \$ _____ per _____

How did you learn of RBF? _____

What prompted you to apply with RBF? _____

Applying for work: Full-time Part-time Specify days and hours if part-time _____

Have you worked for RBF Consulting before? _____ If yes, when? _____

List any friends or relatives working for RBF Consulting. _____

If hired, on what date would you be available to start work? _____

Are you eligible for employment in the United States? No Yes
(If hired, proof of citizenship or legal resident alien status is required)

If hired, do you have reliable means of transportation to get work? _____

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

If yes, describe in full. _____

Please list a person to be notified in case of accident or emergency.

Name _____

Address _____

Telephone No. _____

PLANNING ■ DESIGN ■ CONSTRUCTION

Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities. Exclude organization names which indicate race, color, sex or national origin.

Employer	Telephone	Dates Employed		Work Performed
	() -	<i>From</i>	<i>To</i>	
Address		Compensation History		
City/State/Zip		<i>Starting</i>	<i>Final</i>	
		Hourly Rate / Salary		
Job Title		/	/	
		<i>Bonus</i>	<i>Bonus</i>	
Supervisor				
		<i>Other</i>	<i>Other</i>	
Reason for Leaving				
May we contact?		Yes	No	

Employer	Telephone	Dates Employed		Work Performed
	() -	<i>From</i>	<i>To</i>	
Address		Compensation History		
City/State/Zip		<i>Starting</i>	<i>Final</i>	
		Hourly Rate / Salary		
Job Title		/	/	
		<i>Bonus</i>	<i>Bonus</i>	
Supervisor				
		<i>Other</i>	<i>Other</i>	
Reason for Leaving				
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		Hourly Rate / Salary		
Job Title		/	/	
		<i>Bonus</i>	<i>Bonus</i>	
Supervisor				
		<i>Other</i>	<i>Other</i>	
Reason for Leaving				
May we contact?		Yes	No	

If you need additional space, please continue on a separate sheet of paper.

Educational Background

Type of School	Name and Address	Years Completed	Completed/Graduated	Course/Major
High School			<input type="checkbox"/> Yes <input type="checkbox"/> No	
College			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Post Graduate			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Business/Trade			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other			<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Professional Registration/License(s)

Please list most current first.

Name of Profession	Registration/License	Date

Professional References

Do not list relatives

Name and Occupation	Address	Telephone Number
1. _____		() -
2. _____		() -
3. _____		() -

Use the space below to summarize any additional information necessary to describe your qualifications.

Thank you for completing this application form and your interest in employment with us. RBF Consulting would like to assure you that your opportunity for employment will be based upon your merit and qualifications only.

**PLEASE READ CAREFULLY
APPLICANT'S CERTIFICATION AND AGREEMENT**

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. RBF Consulting is hereby authorized to make any investigation of my employment and personal history and credit record through any investigative or credit bureaus.*

** The provision of the Fair Credit Act may be applicable if a credit report on the applicant is obtained and considered.*

Signature of Applicant _____

RBF Consulting is an equal opportunity employer.

SELF-IDENTIFICATION

To assist in maintaining accurate employment records and complying with federal government reporting requirements, your assistance is requested. The information you provide to RBF Consulting is voluntary and confidential.

Please check each category that applies to you:

I. Gender

- Male Female

II. Ethnicity

- HISPANIC OR LATINO**; Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish Culture or origin.
- WHITE (NOT HISPANIC OR LATINO)**; Persons having origin in any of the original peoples of Europe, North Africa, or the Middle East.
- BLACK OR AFRICAN AMERICAN (NOT HISPANIC OR LATINO)**; Persons having origins in any of the Black racial groups of Africa.
- NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER (NOT HISPANIC OR LATINO)**; Persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- ASIAN (NOT HISPANIC OR LATINO)**; Persons having origin in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. This area includes, for example, China, Cambodia, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- AMERICAN INDIAN OR ALASKA NATIVE (NOT HISPANIC OR LATINO)**; Persons having origin in any of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
- TWO OR MORE RACES (NOT HISPANIC OR LATINO)**; All persons who identify with more than one of the above five races (not including Hispanic or Latino).

III. Veterans

- Veteran
- "Veterans of the Vietnam Era" means a person who served more than 180 days of active military, naval or air service, any part of which was during the period August 5, 1964 through May 7, 1975, and who was discharged or released therefrom with other than a dishonorable discharge, or was discharged or released from active duty because of a service-connected disability.
- "Special Disabled Veteran" means [A] a veteran who is entitled to compensation [or who but for the receipt of military retired pay would be entitled to compensation] under the laws administered by the Veterans Administration for a disability [I] rated at 30 percent or more, or [II] rated at 10 or 20 percent in the case of a veteran who has been determined under Section 1506 of Title 38, U.S.C., to have a serious employment handicap or [B] a person who was discharged or released from active duty because of a service-connected disability.