

**UNITED COMMUNICATIONS GROUP INC.**

Employment Application

Last Name	First	M.I.	Date
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Street Address	Apartment/Unite #
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City	State	Zip
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Phone	E-mail Address
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Date Available	Social Security No.	Desired Salary
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Position Applied for
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How did you hear about United Communications Group?
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Who referred you to United Communications Group?
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Are you a citizen of the United States?	YES	NO	If no, are you authorized to work in the U.S.?	YES	NO
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Have you ever worked for this company?	YES	NO	If so, when?
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Have you ever been convicted of a felony?	YES	NO	If yes, explain
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<b>EDUCATION</b>
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High School	Address
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From	To	Did you graduate?	YES	NO	Degree
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College	Address
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From	To	Did you graduate?	YES	NO	Degree
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<b>DRIVER'S LICENSES</b>
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Drivers licenses held in the past 3 years must be shown

<b>State</b>
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License No.

Class	Endorsement(s)	Expiration Date
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**ACCIDENT REVIEW FOR PAST 3 YEARS**

Dates	Nature of Accident	Fatalities	Injuries
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Last Accident

Next Previous

Next Previous

**TRAFFIC CONVICTIONS AND FOREFEITURES FOR THE PAST 3 YEARS OTHER THAN PARKING VIOLATIONS**

Location

Date

Charge

Penalty

**DRIVER EXPERIENCE AND QUALIFICATION**

Current Driver's License Number

Do you have, or have you ever held, a commercial driver's license

YES NO

If Yes, complete the following. If no, skip the next section.

Have you ever been denied a license, permit, or privilege to operate a motor vehicle? YES NO

Has any license, permit, or privilege ever been suspended or revoked?

YES NO

Have you ever been disqualified for violations of the Federal Motor Carrier Safety Regulations? YES NO

If you answered "yes" to any of the above questions, please explain:

**REFERENCES**

Please list three professional references.

1. Full Name

Relationship

Company

Phone ( )

**Address**

**2. Full Name**

**Relationship**

**Company**

**Phone ( )**

**Address**

**3. Full Name**

**Relationship**

**Company**

**Phone ( )**

**Address**

**MILITARY SERVICE**

**Branch**

**From**

**To**

**Rank at Discharge**

**Type of Discharge**

**If other than honorable, explain**

**PREVIOUS EMPLOYMENT**

**1. 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 NO**

**2. 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 NO**

**3. 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 NO**

**4. 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 NO**

**5. 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 NO

**UNITED COMMUNICATIONS GROUP INC. JOB FUNCTIONS**

All United Communications Group field employees must be able to perform the following essential functions with or without reasonable accommodation. United Communications Group is an equal opportunity employer with every intention of making reasonable accommodation to the handicapped in accordance with the American and Disabilities Act (ADA).

The following factors constitute essential functions for any field employee of United Communications Group. (This is not a job description)

1. I am able, with reasonable accommodation if necessary, to perform all of the following essential job functions: YES NO
2. I am able to read, speak, understand, and write the English language at least to the 8<sup>th</sup> grade level. YES NO
3. I am able to perform mathematical calculations at the 8<sup>th</sup> grade level in order to perform any addition, subtraction, multiplication, and division problems used in reporting or calculating rigging capacities. YES NO
4. I can read and understand basic instruction sheets and manuals. YES NO
5. I am able to lift up to 75 pounds. YES NO
6. I am willing to work out of town 6 weeks at a time. YES NO

If you answered “NO” to any of the job functions listed above, please explain:

Applicants will not necessarily be disqualified if they are unable to perform a specific function.

**APPLICANT MUST READ AND SIGN**

United Communications Group is an equal opportunity and “at will” employer. All applicants for employment will be considered without regard to race, color, religion, sex national origin, disability, or age.

I understand my employment with United Communications Group is far no definite length of time and may be terminated at any time, with or without cause, at the option of either United Communications Group or myself. I understand that no associate or representative of United Communications Group has any authority to make any agreement which is contrary to the foregoing.

I certify that I have read and understood all of this employment application. It is agreed and understood that the employer is his agents may investigate my background to ascertain any and all information concerned to my employment history, whether same is of record or not, and I release employers and other persons named herein from all liability for any damages on account of furnishing such information. I understand that as an applicant for a position with this company, I may be asked to demonstrate that I am capable of performing tasks which are pertinent to the job. I also understand that if offered a job, it may be conditioned on the results of a physical examination and a drug test.

I further certify that I am a genuine applicant for employment and this application

**is being submitted solely for the purpose of seeking employment with the employer and for no further reason.**

**It is agreed and understood that under the Fair Credit Reporting Act, Public Law 91-508; 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. It is also agreed that under Department of Transportation section 382.413, I hereby authorize the company to obtain a driver motor vehicle report, drug screening, and a Department of Transportation physical examination.**

**I agree to furnish such additional information and complete such examinations as may be required to complete my employment file.**

**I also understand that misrepresentation or omission of information or facts may result in my rejection or dismissal.**

**If hired, I agree to abide by all the rules and policies of the employer.**

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

**Applicant Signature**

**Date**