



# EMPLOYMENT APPLICATION

Pierson Computing Connection, Inc.  
10 Long Lane, Suite 100  
Mechanicsburg, PA 17050

## PERSONAL INFORMATION

Name \_\_\_\_\_ Date \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street/City/State/ZIP Code

Primary Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

## GENERAL INFORMATION

Position Sought \_\_\_\_\_ Date Available \_\_\_\_\_

Desired Hourly Rate \$ \_\_\_\_\_ How many hours can you work per week? \_\_\_\_\_  
Min Max

Check Availability	Enter Hours Available (Example: 3-7 p.m.)
<input type="checkbox"/> Sunday	
<input type="checkbox"/> Monday	
<input type="checkbox"/> Tuesday	
<input type="checkbox"/> Wednesday	
<input type="checkbox"/> Thursday	
<input type="checkbox"/> Friday	
<input type="checkbox"/> Saturday	

Employment Desired:  Full-Time  Part-Time  Full-Time or Part-Time  Seasonal

Yes  No Are you 18 years of age or older?

Yes  No Are you legally eligible to work in the U.S.?

*If offered employment, you will be required to provide documentation to verify your eligibility.*

Yes  No Do you have a valid driver's license?

Yes  No Do you have reliable transportation?

Yes  No Are you able to perform the essential job functions with or without reasonable accommodation?

**AV Installation Applicants Only:** AV installation positions require company-paid overnight stays, generally 3-4 consecutive nights per week.

Is this acceptable to you?  Yes  No

**WORK EXPERIENCE**

List your work experience for the **past five years**, starting with your most recent job. If you were self-employed, provide the firm name. Attach additional sheets if necessary. You do not need to complete this section if you are submitting a resume.

**JOB #1 (Most Recent)**

From \_\_\_\_\_ To \_\_\_\_\_ Employer Name \_\_\_\_\_

Employer Address \_\_\_\_\_

Job Title \_\_\_\_\_ Type:  Full-Time  Part-Time  Seasonal

Immediate Supervisor \_\_\_\_\_

Name (First &amp; Last)

Job Title

Summarize the nature of work performed and job responsibilities.

Reason for Leaving \_\_\_\_\_

**JOB #2**

From \_\_\_\_\_ To \_\_\_\_\_ Employer Name \_\_\_\_\_

Employer Address \_\_\_\_\_

Job Title \_\_\_\_\_ Type:  Full-Time  Part-Time  Seasonal

Immediate Supervisor \_\_\_\_\_

Name (First &amp; Last)

Job Title

Summarize the nature of work performed and job responsibilities.

Reason for Leaving \_\_\_\_\_

**JOB #3**

From \_\_\_\_\_ To \_\_\_\_\_ Employer Name \_\_\_\_\_

Employer Address \_\_\_\_\_

Job Title \_\_\_\_\_ Type:  Full-Time  Part-Time  Seasonal

Immediate Supervisor \_\_\_\_\_

Name (First &amp; Last)

Job Title

Summarize the nature of work performed and job responsibilities.

Reason for Leaving \_\_\_\_\_

 Yes  No May we contact your current or most recent employer? Yes  No Have you ever been discharged or asked to resign from a job?

If Yes, Provide Reason \_\_\_\_\_

Account for any 30-day period/move in the past five years in which you were not employed (Date From – To, Reason)

**MILITARY**

Yes  No Are you a member of the U.S. Armed Forces?

Branch \_\_\_\_\_

EDUCATION	School Name/Location	Number of Years Attended	Degree/Certification Received	Major/Subjects Studied
High School/GED				
College/University				
Other School or Training				

**ADDITIONAL QUALIFICATIONS**

Summarize any additional information that describes your qualifications for the position you are applying for.

**PROFESSIONAL REFERENCES**

List two references other than relatives or previous employers that you have known at least one year.

**Reference #1**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Company \_\_\_\_\_ Job Title \_\_\_\_\_

**Reference #2**

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Company \_\_\_\_\_ Job Title \_\_\_\_\_

## REFERRAL SOURCE

How did you hear about Pierson Computing Connection, Inc.?

- Company Website
- Social Media ( Facebook  Twitter)
- Job Fair (Name & Date) \_\_\_\_\_
- Referral Name \_\_\_\_\_
- Other \_\_\_\_\_

## APPLICANT CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in this employment application are true and complete to the best of my knowledge, and I authorize Pierson Computing Connection, Inc. (PCCi), to verify their accuracy and to obtain reference information on my work performance. I hereby release PCCi from any and all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that, should an employment offer be extended to me and accepted, I will fully adhere to the policies, rules, and regulations of employment of PCCi. However, I further understand that neither the policies, rules, regulations of employment, or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or PCCi may terminate my employment at any time with or without notice or cause.

I understand that employment with PCCi is contingent upon passing pre-employment background checks and a drug test at PCCi's expense.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

PCCi provides equal opportunity employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristics protected by federal, state, or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

**This employment application is good for 60 days only. Consideration for employment after 60 days requires a new application.**