



**EDUCATION**

TYPE OF SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY OR MAJOR	CIRCLE LAST YEAR COMPLETED	LIST DEGREES
High school			9 10 11 12	
College			1 2 3 4	
Graduate			5 6 7 8	
Vocational			1 2 3 4	

RKM Research and Communications is an Equal Opportunity Employer. All qualified applicants receive consideration for employment without regard to race, color, religion, gender, pregnancy, sexual orientation, age, national origin, disability, marital, veteran or any other legally protected status.

**EMPLOYMENT EXPERIENCE**

Start with your present or most recent position and provide all information requested. You may attach a resume to your application, but this section must be thoroughly completed. If you need additional space, please continue on a separate sheet of paper.

Employer	Dates Employed		Describe Work Performed
Address	From	To	
Telephone Number(s)	Base Pay		
Job Title	Start	Final	
Supervisor			
Reason for Leaving			
Employer	Dates Employed		Describe Work Performed
Address	From	To	
Telephone Number(s)	Base Pay		
Job Title	Start	Final	
Supervisor			
Reason for Leaving			

## APPLICATION AGREEMENT AND CERTIFICATION

I understand and agree that: The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume, or any other materials, or during any interviews, can be justification of refusal of employment or, if discovered once employed, the termination of my employment with RKM Research and Communications. Any offer of employment I may receive from RKM Research and Communications is contingent upon my successful completion of the Company's total pre-employment screening process, including but not limited to the Company's soliciting and receiving background information and references. In processing my application for employment, the Company may verify all the information provided by me, or may procure, with my consent, information concerning my prior employment, military record, education, driving record and criminal record, if necessary for the position for which I have applied. I authorize and request that all of my present and former employers, including supervisors and managers, and any other individuals I have listed as personal references, furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.

In consideration of my employment I agree to comply with the policies, rules, regulations, and procedures of the Company and understand that my employment and compensation can be terminated with or without cause, reason, or advance notice, at any time, at the option of either the Company or myself. I further understand that no manager or representative of the Company, other than the President or Vice President, Human Resources, has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to the foregoing. I further understand that any such agreement, if made, shall not be enforceable unless it is in writing and signed by me and by one of the individuals designated above.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Employment Application Supplement

The following information is gathered by the Human Resources Department of RKM Research and Communications, Inc. for Equal Employment Opportunity reporting requirements. The statistical information we obtain through the use of this form is valuable to us and will remain confidential. You are not required to provide this information. Completing this form is voluntary. This information will be separated from your employment application before you are considered for a position with RKM Research and Communications, Inc. All qualified applicants receive consideration for employment without regard to race, color, religion, gender, pregnancy, sexual orientation, age, national origin, disability, marital, veteran or any other legally protected status.

### Please provide the following information:

1. Gender  Male  Female
2. Date of birth \_\_\_\_\_  
(month/day/year)
3. Please identify yourself in terms of the racial / ethnic groups listed below by checking the appropriate box:  
 Black  American Indian or Alaskan Native  
 Hispanic  Asian or Pacific Islander  
 White  Other (specify) \_\_\_\_\_
4. How did you hear about this job?  
 Advertisement—Name of publication: \_\_\_\_\_  
 Employee—Name of employee: \_\_\_\_\_  
 Employment agency—Name of employment agency: \_\_\_\_\_  
 Other: \_\_\_\_\_

### Please print:

Date \_\_\_\_\_

Last name \_\_\_\_\_ First name \_\_\_\_\_ Middle \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_