



License No. ROC 074290-A

VASTCO INC.



425 Industrial Drive  
Chino Valley, AZ 86323  
Tel 928 636-3880  
Fax 928 636-3882

### APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, disability or national origin. Consistent with the Americans with Disabilities Act, applicants may request accommodations needed to participate in the application process

LAST  
FIRST  
MIDDLE

#### PERSONAL INFORMATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Last First Middle

Physical Address: \_\_\_\_\_

Street/P.O. Box City State Zip

Mailing Address: \_\_\_\_\_

Street/P.O. Box (If different than above) City State Zip

Phone No.: \_\_\_\_\_ Message No.: \_\_\_\_\_

Referred By: \_\_\_\_\_ Are you 18 years of age or older? Yes \_\_\_ No \_\_\_

Are you willing to travel? Yes \_\_\_ No \_\_\_

#### EMPLOYMENT DESIRED

Position Desired: \_\_\_\_\_ Salary Desired: \_\_\_\_\_ Date You Can Start: \_\_\_\_\_

Are You Currently Employed? Yes \_\_\_ No \_\_\_ If So May We Call Your Present Employer? Yes \_\_\_ No \_\_\_

Have You Ever Applied With Vastco, Inc. Before? Yes \_\_\_ No \_\_\_ Where? \_\_\_\_\_ When? \_\_\_\_\_

#### EDUCATION

	Name of School	City	State	Year Completed	Did You Graduate?	Subjects Studied/ Degree(s) Received
Grammar School					Yes ___ No ___	
High School				1 2 3 4	Yes ___ No ___	
College				1 2 3 4	Yes ___ No ___	
Trade, Business or Correspondence School				1 2 3 4	Yes ___ No ___	

#### GENERAL

Subjects of Special Study or Research Work \_\_\_\_\_

Job Related Skills (Typing, Commercial Driver's License, Etc.) \_\_\_\_\_

Continued

**EMPLOYMENT HISTORY**

List Below Your Last Four Employers, Starting With The Last One First

Date Month/ Year	Name of Employer	City	State	Salary (Upon Leaving)	Occupation	Reason For Leaving
From:						
To:						
From:						
To:						
From:						
To:						
From:						
To:						

**REFERENCES**

List Below Three Persons Not Related To You, Whom You Have Known At Least One Year.

Name	City & State	Phone Number	Position	Years Acquainted
1				
2				
3				

If you are to be hired by Vastco, Inc, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired by Vastco, Inc. if you cannot comply with these requirements.

**AUTHORIZATION**

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by Vastco, Inc.

I understand that any employment is conditioned on a background check. I authorize Vastco, Inc. to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to Vastco, Inc., without giving me prior notice of such disclosure. In addition, I release Vastco, Inc., any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or Vastco, Inc. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon Vastco, Inc. unless made in writing.

If I am offered employment I agree to submit to a medical examination and drug test before starting work if so required. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by Vastco, Inc. and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to Vastco, Inc. the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug test, and if I am hired a condition of my employment will be that I abide by Vastco, Inc.'s Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate Vastco, Inc. to hire. If hired, I agree to abide by all company work rules, policies and procedures. Vastco, Inc. retains the right to revise its policies or procedures, in whole or in part, at any time.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**VASTCO, INC.**  
**VOLUNTARY SELF-IDENTIFICATION FORM SURVEY**

For statistical reporting we ask that you voluntarily  
provide the information below.

This voluntary survey assists us in complying with government recordkeeping, reporting, and other legal requirements. Government agencies require periodic reports on the sex and race of employees, under certain circumstances. We make periodic reports to the federal government regarding the data below. Your completion of this Voluntary Survey is optional. If you choose to volunteer the requested information, please note that this form is kept in a Confidential File and is not a part of your personnel file.

**YOUR COOPERATION IS VOLUNTARY. INCLUSION OR EXCLUSION OF ANY DATA  
WILL NOT AFFECT ANY EMPLOYMENT DECISION.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Job Title: \_\_\_\_\_

Check one:     Male                       Female

Check one of the following:

- Hispanic or Latino                      **OR**                       Black or African American (not Hispanic or Latino)  
 Two or More Races (not Hispanic or Latino)  
 Asian (not Hispanic or Latino)  
 White (not Hispanic or Latino)  
 Native Hawaiian or other Pacific Islander (not Hispanic or Latino)  
 American Indian or Alaskan Native (not Hispanic or Latino)

Check all, if applicable (Veteran Status):

NEWLY SEPARATED VETERAN     Yes     No  
Have you been discharged or released from active duty within the last one to three years?  
Date of discharge or release \_\_\_\_\_

VETERAN OF THE VIETNAM ERA     Yes     No

ARMED FORCES SERVICE MEDAL VETERAN     Yes     No

OTHER PROTECTED VETERAN     Yes     No

Vastco, Inc. is an equal employment opportunity employer, and we do not discriminate on the basis of race, color, religion, sex, national origin, age, veteran, disability, or any other similarly protected status. This form will be kept confidential and used only in accordance with applicable laws and regulations. When reported to the government in a statistical format, the data will not identify any specific individual. Providing this information is strictly voluntary. Failure to provide it will not subject you to any adverse personnel decision or action. Your cooperation is appreciated.

## **Affirmative Action Race/Ethnicity Definitions**

**American Indian or Alaskan Native:** A person with origins in any of the original peoples of North America and South America (including Central America) and who maintains cultural identification through tribal affiliation or community attachment.

**Asian:** A person with origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent. This area includes, for example, Cambodia, China, Japan, Korea, the Philippine Islands, Malaysia, Pakistan, Thailand, and Vietnam.

**Native Hawaiian or other Pacific Islander:** A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

**Black/African-American:** A person, not of Hispanic origin, with origins in any of the black racial groups of Africa.

**White:** A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

**Two or More Races (Not Hispanic or Latino):** All person who identify with more than one of the above five races.

**Hispanic or Latino:** A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race.

## **Affirmative Action Veteran Status Definitions**

**Veteran of the Vietnam Era:** A person who served on active duty for a period of more than 180 days, and was discharged or released therefrom with other than a dishonorable discharge, if any part of such active duty occurred (i) in the Republic of Vietnam between February 29, 1961, and May 7, 1975; or (ii) between August 5, 1964, and May 7, 1975, in all other cases.

**Armed Forces Service Medal Veteran:** Any veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

**Other Protected Veteran:** A person who served on active duty during a war or in a campaign or expedition for which a campaign badge is authorized by the Department of Defense or who participated in a U.S. Military operation pursuant to Executive Order 12985.