



# monster worldwide

An Equal Opportunity Employer

## Application for Employment

Today's Date: \_\_\_/\_\_\_/\_\_\_

In order that your application may be properly evaluated, it is essential that all of the following questions be answered carefully and completely, and that the Agreement on the last page of this application is signed and dated.

Please Print

Name			Last	First	Middle	Home Telephone No.		Social Security No.		
						( ) -		- -		
Address			Number	Street	City	State	Zip	Work Telephone No.		
								( ) -		
Position Desired			What are the two most important factors to you in choosing a job? 1. _____ 2. _____					Salary Expectations:		
Work Schedule Desired			<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary		When can you start employment? Date: ___/___/___			Can you work a flexible schedule? Yes <input type="checkbox"/> No <input type="checkbox"/>		

### EDUCATION

High School	Name of School	Location		Graduated? Yes <input type="checkbox"/> No <input type="checkbox"/>
College	Name of School	Graduated? Yes <input type="checkbox"/> No <input type="checkbox"/>	Major Course of Study _____ Degree (if applicable) _____	
Education and Training	Do you have any other kind of education/training? Yes <input type="checkbox"/> No <input type="checkbox"/>	If "yes" please describe _____		
Licenses	Do you have any professional licenses? Yes <input type="checkbox"/> No <input type="checkbox"/>	If "yes" what type and describe _____		

### EMPLOYMENT STATUS

Are you currently employed? Yes <input type="checkbox"/> No <input type="checkbox"/>	If "yes" how many jobs do you currently hold? _____	Is your intent to continue in your current job(s) if you work for Monster Worldwide? Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you currently a student? (or planning to go to school within the next 6 months?) Yes <input type="checkbox"/> No <input type="checkbox"/>	If "yes" what impact does this have on your availability for work? _____	Are there any commitments, activities, hobbies, vacation plans etc. that could affect your availability for work? Yes <input type="checkbox"/> No <input type="checkbox"/> If "yes", please explain _____

### EMPLOYMENT HISTORY

How many different employers have you worked for in the past 5 years? _____	Have you ever been employed previously by Worldwide? If yes, Name at that time _____ Yes <input type="checkbox"/> No <input type="checkbox"/>	Location: _____ Date of Employment: ___/___/___
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## EMPLOYMENT RECORD

Please account for the past three (3) years or since completing school, whichever is shorter, including military service or any self-employed or unemployed periods. Massachusetts applicants may include any verifiable work performed on a volunteer basis. Give all information requested below even if duplicated on your resume. If your earnings on previous jobs were on a commission or other basis, estimate them on an annual basis. Start with your present position and proceed chronologically backward. If required, use a separate piece of paper.

Current/Most Recent Company	Address	Last Position Held:
Telephone No. (    ) -	Dates Employed: From: ____/____/____ To: ____/____/____ Last Salary: \$ _____	Job Description:
Last Supervisor's Name	Be Specific: Why Did You Leave? Or Why Do You Want To Leave?	
Be Specific: Liked <u>Most</u> About The Job?		Be Specific: Liked <u>Least</u> About The Job?

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### Periods of Unemployment During the Past Three (3) Years

All reasons must be specific

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ Reason: \_\_\_\_\_

To: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ Reason: \_\_\_\_\_

To: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ Reason: \_\_\_\_\_

To: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_

## SPECIALIZED SKILLS

### Which computer/software programs have you worked with?

- IBM
- Macintosh
- Microsoft Word
- Word Perfect
- Microsoft Excel
- Lotus 1-2-3
- Microsoft PowerPoint
- Adobe Illustrator
- Adobe Photoshop
- QuarkXPress
- Other \_\_\_\_\_

### For Technical Applicants Only:

What computer languages are you proficient in? \_\_\_\_\_  
 \_\_\_\_\_

What types of computer hardware have you worked on? \_\_\_\_\_  
 \_\_\_\_\_

What computer operating systems have you worked with? \_\_\_\_\_  
 \_\_\_\_\_

What types of software products have you worked with? \_\_\_\_\_  
 \_\_\_\_\_

## OTHER INFORMATION

Have you ever been convicted of a crime or a violation other than a minor traffic violation? Yes  No

If "yes", list all convictions, starting with date, nature of offense(s) and where they occurred:\*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*\*A conviction will not automatically disqualify you from employment.*

Are you legally eligible to work in the United States: Yes  No

Document Number (if applicable) \_\_\_\_\_

Can you perform the essential functions of the job with or without reasonable accommodation? Yes  No

If yes, please explain: \_\_\_\_\_

## PROFESSIONAL REFERENCES (DO NOT LIST RELATIVES)

Name	Address	Phone	Occupation
		( ) -	
		( ) -	
		( ) -	

Do you have relatives employed by Worldwide? Yes  No

If "yes", Name \_\_\_\_\_ Location \_\_\_\_\_ Relationship \_\_\_\_\_

## REFERRAL INFORMATION

How were you referred to Monster Worldwide? Newspaper  Internet  Employee Referral  Other (Explain)

Explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

# AGREEMENT

I authorize Monster Worldwide (hereafter "Worldwide") to contact my current employer before my current employment there ends. Yes  No

**As a condition to any employment, I understand that I will be asked to sign an agreement to maintain the confidentiality of trade secrets, proprietary, confidential and other information; not to use such trade secrets and information except for Worldwide's benefit; not to attempt to induce any Worldwide client to leave or reduce its program with Worldwide after my employment ends; and not to attempt to hire any Worldwide employee or persuade any employee to leave the employment of Worldwide after my employment ends. I have been given the opportunity to review the full terms and conditions of such agreement, and if offered employment, I agree to sign such an agreement.**

Worldwide may request, and I also authorize and request, each former employer, and educational institution and each person, firm or corporation given as a reference, to furnish any information that may be sought by Worldwide concerning me and my work, habits, character and skills, and I hereby waive any privacy, confidentiality or similar privileges involved.

Upon being hired, Worldwide and I have the privilege of terminating my employment at will and at any time, with or without cause and for any or no reason. I agree that no promise of continuous employment, or employment for a definite period of time has been made or given to me.

I understand that this Agreement is binding upon me, and that the submission of any false information in connection with any application for employment, whether in this document or not, may be cause for immediate discharge at any time thereafter should I be employed by Worldwide.

If I am offered employment with Worldwide, prior to or at the time I start work, I will be required to present one or more original documents establishing both my identity and my authorization to work in the United States. I also must verify my identity and my authorization to work on the 1-9 Form required by the United States Immigration and Naturalization Service. Photocopies of the 1-9 Form and the documentation that establishes my identity and work authorization will be provided by Worldwide only to persons who have a legitimate interest in this information for purposes of complying with the Immigration Reform and Control Act of 1986.

I understand that nothing in this Agreement is intended to indicate that an offer of employment has been or will be made, it being understood that Worldwide will determine in its sole absolute discretion whether to make or not make any offer.

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

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