

This application is available online at [www.taktl-llc.com/career](http://www.taktl-llc.com/career). Applications are processed more quickly when submitted online.

<b>PLEASE FILL OUT EACH SECTION COMPLETELY</b>		Position Applying For:	
Name (Last, First MI):		Date:	
Address:		Rate of Pay Expected:	
City/State/Zip		Contact Phone Number:	
Are you at least 18 years of age? <span style="float:right">Yes                      No</span>		E-Mail:	
Date Available to Start:		Currently employed? <span style="float:right">Yes                      No</span>	
<b>GENERAL INFORMATION</b>			
Have you ever filled out an application with TAKTL before?		<span style="float:right">Yes                      No</span>	
How were you referred to TAKTL?			
List any friends or relatives currently working for TAKTL:			
Which shift are you available to work?		<span style="float:right">Daylight              Evenings              Weekends              Any</span>	
Are you available to work overtime as needed or required for any shift?		<span style="float:right">Yes                      No</span>	
Do you have reliable transportation to Turtle Creek Keystone Commons?		<span style="float:right">Yes                      No</span>	
Have you ever been found guilty of (or pled <i>Nolo Contendere</i> ) to any crime other than a minor traffic offense? <small>*Answering "Yes" will not necessarily disqualify you from employment - TAKTL will take into consideration the time and seriousness of the offense.</small>		<span style="float:right">Yes                      No</span>	
If "Yes", please explain in full:			
Are you able to perform the essential functions of the position for which you are applying for?		<span style="float:right">Yes                      No</span>	
List any languages you can speak, read or write other than English:			
<b>Please describe any experience, training, qualifications or skills you have acquired that would make you especially suited for the position to which you are applying:</b>			

I certify that all of the answers given and the information provided by me throughout this application are true and complete to the best of my knowledge. I further understand that any misrepresentation or omission of pertinent information may result in disqualification or termination from employment at any time. Unless otherwise noted, I authorize TAKTL to conduct an investigation of my personal and employment history, included but not limited to contacting former employers for reference verification. I understand that if employed, I will be required to provide proof that I am over 18 years of age, have a legal right to work within the United States, and if required, be bonded.

Upon my acceptance for employment, I understand and agree that such employment is considered "AT WILL" for no specific term and may be terminated at any time by either myself or TAKTL, with or without cause. I further understand and agree that the agreement contained in the preceding sentence cannot be modified in any respect except in a written document executed by the authorized agent of TAKTL. I fully understand that if I am employed by TAKTL, the Company retains the unrestricted right to search and inspect any property on site. I will return any and all Company issued property immediately upon separation.

Your signature authorizes TAKTL to collect background and drug screen results from any affiliated hiring agencies to fulfill pre-hire requirements.

Applicant's Signature:	Date:
------------------------	-------

EDUCATION, TRAINING + EXPERIENCE					
	Name + Location	# Years Completed	Did You Graduate?		Degree\Diploma
High School			Yes	No	
College/University			Yes	No	
Vocational/Trade			Yes	No	

**PROFESSIONAL REFERENCES**  
Please list three (3) persons you have known for at least one (1) year. DO NOT LIST relatives.

1. Contact Name:		Name of Company:		
Address:		City:	State:	Zip:
Occupation:		Years Acquainted:		
Telephone:		E-Mail:		
2. Contact Name:		Name of Company:		
Address:		City:	State:	Zip:
Occupation:		Years Acquainted:		
Telephone:		E-Mail:		
3. Contact Name:		Name of Company:		
Address:		City:	State:	Zip:
Occupation:		Years Acquainted:		
Telephone:		E-Mail:		

**ADDITIONAL NOTES:**

You may attach a copy of your resume in lieu of completing the following fields.

EMPLOYMENT HISTORY				
1. Name of Employer:			Telephone:	
Nature of Business:		Name of Supervisor:		
Address:		City:	State:	Zip:
Employed From:	Employed To:	Starting Rate of Pay:	Ending Rate of Pay:	
Position + Duties:				
Reason for Leaving:		May we contact this employer for a reference?		No
				Yes
2. Name of Employer:			Telephone:	
Nature of Business:		Name of Supervisor:		
Address:		City:	State:	Zip:
Employed From:	Employed To:	Starting Rate of Pay:	Ending Rate of Pay:	
Position + Duties:				
Reason for Leaving:		May we contact this employer for a reference?		No
				Yes
3. Name of Employer:			Telephone:	
Nature of Business:		Name of Supervisor:		
Address:		City:	State:	Zip:
Employed From:	Employed To:	Starting Rate of Pay:	Ending Rate of Pay:	
Position + Duties:				
Reason for Leaving:		May we contact this employer for a reference?		No
				Yes
4. Name of Employer:			Telephone:	
Nature of Business:		Name of Supervisor:		
Address:		City:	State:	Zip:
Employed From:	Employed To:	Starting Rate of Pay:	Ending Rate of Pay:	
Position + Duties:				
Reason for Leaving:		May we contact this employer for a reference?		No
				Yes