

FREQUENCY ELECTRONICS, INC. APPLICATION FOR EMPLOYMENT



Please provide all information on both sides of this application; a resume may not be used as a substitute.

This application will not be given consideration after 90 days.

Personal Information

Name _____ Phone Number _____

Last

First

Present Address _____

Street

City

State

Zip

Previous Address (if less than 2 yrs) _____

Social Security No. _____ How were you referred to the Company? _____

_____ Advertisement

_____ Friend

_____ Relative

_____ Agency

_____ Walk-in

_____ Other

Are you over 18 years old? _____ Related to anyone at Frequency? _____

Are you legally eligible for employment in the USA? _____

Employment Desired

Position _____ Full/Part Time _____ Salary Desired _____

When can you start? _____ Are you employed now? _____

May we contact your current employer? _____ Have you ever applied to Frequency before? _____

Education

	<i>Name of School and Location</i>	<i>Years Attended</i>	<i>Degree Earned</i>	<i>Subjects Studied</i>
<i>High School</i>				
<i>Trade or Business</i>				
<i>College</i>				
<i>Other</i>				

Subjects of special study or research work: _____

Military Service: _____

Military Schools attended: _____

References

<i>Name</i>	<i>Address</i>	<i>Business</i>	<i>Years known</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMPLOYMENT HISTORY

LIST ALL EMPLOYMENT STARTING WITH PRESENT OR MOST RECENT EMPLOYER.

ACCOUNT FOR ALL PERIODS INCLUDING UNEMPLOYMENT AND SERVICE WITH U.S. ARMED FORCES.

USE ADDITIONAL SHEETS IF NECESSARY

DATES: <i>(show months and years)</i>	EMPLOYER NAME & ADDRESS	1. JOB TITLE 2. DEPARTMENT 3. SUPERVISOR NAME	DESCRIBE MAJOR DUTIES	BASE SALARY <i>(do not include overtime, bonuses, shift premium time)</i>
FROM:		1		STARTING:
		2		\$ per
TO:		3		FINAL:
		REASON FOR LEAVING:		\$ per
	PHONE NO.			
FROM:		1		STARTING:
		2		\$ per
TO:		3		FINAL:
		REASON FOR LEAVING:		\$ per
	PHONE NO.			
FROM:		1		STARTING:
		2		\$ per
TO:		3		FINAL:
		REASON FOR LEAVING:		\$ per
	PHONE NO.			
FROM:		1		STARTING:
		2		\$ per
TO:		3		FINAL:
		REASON FOR LEAVING:		\$ per
	PHONE NO.			

I understand that the issuance of this application blank does not indicate that there are any positions open and does not in any way obligate Frequency Electronics, Inc (FEI). I also understand that I will not be paid for the time I spend applying for a position and that no employee, except those officially designated in the Human Resources Department, is authorized to offer employment, promise me salary increases, change of position, advancement or other advantages.

I submit this application with the understanding that I may be asked to have a physical examination by a Company-appointed physician. The purpose of the examination is to determine my current and continuing physical ability to perform the duties of the position for which I am applying. This examination and any future examination may include drug testing as required by law.

I understand that if employed by the Company, I will sign an employment agreement and abide by all the company rules and regulations which are in effect and may be established in the future.

I have no objection to applying for a security clearance if needed in my position.

I certify that all statements that I have made on this application or in attachments included herewith, are true. I authorize FEI to investigate the accuracy of this information from any person or organization, and in consideration of the receipt of this application by FEI, I hereby release FEI and all persons and organizations from all claims and liability of any nature arising from such investigation or the supplying of information as part of such process. I understand that information given in this application for employment and any statements made by former employers or references will become part of my permanent personnel record and may be disclosed by FEI without limitation or liability in response to requests for information from other sources for employment.

Any employment at Frequency Electronics will be and remain contingent upon the accuracy of information and statements contained in this application and any other materials provided by me. I understand and agree that falsification or omission of any information required on this form is sufficient grounds for termination of my employment at FEI without incurring any liability or obligation.

Signed *Date*

AUTHORIZATION FOR RELEASE OF INFORMATION

To Whom It May Concern:

I, _____, hereby authorize Frequency Electronics, Inc. and/or its agents to make an independent investigation of my background, which may include my character, general reputation, personal characteristics, and mode of living in connection with an application of employment with Frequency Electronics, Inc.

The Scope of the report may include information concerning my driving record, civil and criminal court records, credit, worker's compensation record, education, credentials, identity, past addresses, social security number, previous employment and personal references.

I authorize and request any present or former employer, state/federal government office, state department of motor vehicles, credit bureaus, school, police department, court records, including those maintained by both public and private organizations, financial institution or other persons having personal knowledge about me to furnish Frequency Electronics, Inc. with any and all information in their possession regarding me for the purpose of confirming the information contained on my Application and/or obtaining other information which may be material to my qualifications for employment. I am willing that a photocopy of this authorization be accepted with the same authority as the original, and I specifically waive any written notice from any present or former employer who may provide information based upon this authorization request.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge:

Print Full Name: _____

Print Maiden Name or Other Names Used: _____

Present Address: _____

City: _____ State: _____ Zip Code: _____

Date of Birth (for I.D. purposes only): _____

Social Security Number: _____

Driver s License Number: _____ State of Issue: _____

Signature: _____ Date: _____

Witness: _____ Date: _____