

List below all present and past employment, beginning with your most recent

Name and Address of Company and Type of Business	From		To		Describe the work you did	Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo	Yr	Mo	Yr					
Telephone									

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	Mo	Yr	Mo	Yr					
Telephone									

PERSONAL REFERENCES (Not Former Employers or Relatives)

Name and Occupation	Address	Phone Number

ALL PERSONS HIRED ARE SUBJECT TO A 90 DAY TRIAL PERIOD

As a part of the Company's continuing affirmative action efforts and pursuant to the guidelines on sex discrimination issued by the Equal Employment Opportunity Commission, the Company endorses the following policy

- 1 It is illegal and against the policies of this Company for any employee, male or female, to sexually harass another employee by (a) making unwelcomed sexual advances or requests for sexual favors or other verbal or physical conduct of a sexual nature, a condition of an employee's continued employment, or (b) making submission to or rejections of such conduct the basis for employment decisions affecting the employee, or (c) creating an intimidating, hostile or offensive working environment by such conduct.
- 2 Any employee who believes he or she has been the subject of sexual harassment should report the alleged act immediately, (within 48 hours after the alleged harassment occurs) to Fred Hoffmann, Jim Earley or Judy Diller in the Corporate Office. An investigation of all complaints will be undertaken immediately. Any supervisor, agent or other employee who has been found by the Company after appropriate investigation to have sexually harassed another employee will be subject to appropriate sanctions depending on the circumstances, from a warning in his or her file up to and including termination. The Company recognizes that the question of whether a particular action or incident is a purely personal, social relationship without a discriminatory employment effect requires a factual determination based on all facts in this matter. Given the nature of this type of discrimination, the Company recognizes also the false accusations of sexual harassment can have serious effects on innocent women and men. We trust that all employees of the Company will continue to act responsibly to establish a pleasant working environment free of discrimination. The Company encourages any employee to raise questions he or she may have regarding discrimination or affirmative action with the Company's Personnel Office.

I have read and understand the application and I hereby give permission to contact the employers listed above concerning my prior work experience

Signed _____

If there is a particular employer (s), you do not wish us to contact, please indicate which one (s). _____

