



# CENTERSTAGING™

## APPLICATION FOR EMPLOYMENT

### CENTERSTAGING LLC

23-41 Borden Ave, Long Island City NY 11101  
(212) 651-1290

CenterStaging LLC is an equal opportunity employer and makes employment decisions on the basis of merit. Company policy prohibits unlawful discrimination based on race, color, creed, age, gender, sexual orientation, national origin or ancestry, religion, marital status, military service, pregnancy, physical or mental disability, medical condition, including genetic characteristics, or any other consideration made unlawful by federal, state, or local laws.

#### PERSONAL INFORMATION

Name (Last Name, First, Middle)		Social Security Number	Today's Date Y
Current Address – Number and Street		City, State and Zip	
Home Phone	Work Phone	Cell/Other Phone	E-Mail Address
Are you at least 18 years of age? Yes <input type="radio"/> No <input type="radio"/>	If hired, can you submit verification of your legal right to work in the U.S.? Yes <input type="radio"/> No <input type="radio"/>	If hired, would you have a reliable means of transportation to and from work? Yes <input type="radio"/> No <input type="radio"/>	

#### EMPLOYMENT DESIRED

Position Applying For	Available Start Date	Full-Time <input type="radio"/>	Part-Time <input type="radio"/>	Desired Salary
How did you find out about this position? <input type="radio"/> Referral <input type="radio"/> Newspaper Ad <input type="radio"/> Employment Agency/Recruiter <input type="radio"/> Internet <input type="radio"/> Other _____				
Have you ever applied to or worked for CenterStaging before?	Yes <input type="radio"/>	No <input type="radio"/>	If yes, when?	
Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?	Yes <input type="radio"/>	No <input type="radio"/>		
If accommodations are needed, what are they?				
Do you have any friends or relatives working for CenterStaging? Yes <input type="radio"/> No <input type="radio"/>	If yes, please list them: Name/Relationship: _____ Name/Relationship: _____ Name/Relationship: _____			

#### EDUCATION/TRAINING/EXPERIENCE

	Name & Location of School	No. of Years Attended	Did you Graduate?	Degree/Diploma
High School				
College/University				
Vocational/Business				
Other				

**EDUCATION/TRAINING/EXPERIENCE (Continued)**

Do you have any other experience, training, qualifications or skills that you feel are especially suited for work at CenterStaging?

Have you obtained any special skills or abilities as the result of service in the military? Yes  No  If so, describe.

**EMPLOYMENT (List from your present or most current employer)**

Dates of Employment (Month/Date)	Name and Address of Employer	Telephone No.	Supervisor
From _____ To _____			
Position and Responsibilities			
Starting/Ending Salary	Reason for Leaving	May we contact this employer? Yes <input type="radio"/> No <input type="radio"/>	
From _____ To _____			
Position and Responsibilities			
Starting/Ending Salary	Reason for Leaving	May we contact this employer? Yes <input type="radio"/> No <input type="radio"/>	
From _____ To _____			
Position and Responsibilities			
Starting/Ending Salary	Reason for Leaving	May we contact this employer? Yes <input type="radio"/> No <input type="radio"/>	
From _____ To _____			
Position and Responsibilities			
Starting/Ending Salary	Reason for Leaving	May we contact this employer? Yes <input type="radio"/> No <input type="radio"/>	

Have you ever gone to school or worked under any other name?      Yes <input type="radio"/> No <input type="radio"/>	If yes, please list name(s) and when and where you used them.
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List any periods of unemployment during the last five years and explain:
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**CRIMINAL CONVICTIONS**

Have you ever been convicted of a felony or serious misdemeanor?  Yes <input type="radio"/> No <input type="radio"/>  (Convictions for marijuana-related offenses that are more than two years old need not be listed).	If yes, state nature of the crime(s), when and where convicted and disposition of the case:  _____ _____ _____
No applicant will be denied employment solely on the basis of a conviction of a criminal offense. Rather, such factors as age and date of conviction, seriousness and nature of the crime, and rehabilitation will be considered.	

**PERSONAL/PROFESSIONAL REFERENCES**

Please list three persons you have known for at least one year. Do not list relatives or former employers.

Name	Occupation
Address (Street, City, State and Zip)	Telephone Number
Name	Occupation
Address (Street, City, State and Zip)	Telephone Number
Name	Occupation
Address (Street, City, State and Zip)	Telephone Number

## APPLICANT ACKNOWLEDGEMENT FORM

**Please read and initial each section.**

\_\_\_\_\_ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_\_\_ I hereby authorize CenterStaging to thoroughly investigate my references, work record, education and other matters related to my suitability for employment. Further, I authorize the references I have listed to disclose to CenterStaging. Any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release CenterStaging my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_ I understand that nothing contained in this application, or conveyed during any interview that may be granted or during my employment, if hired, is intended to create an employment contract between CenterStaging and myself. In addition, I understand and agree that if I am employed, my employment is at-will and may be terminated at any time, with or without prior notice, at the option of either myself or CenterStaging and that no promises or representations contrary to the foregoing are binding on CenterStaging unless made in writing and signed by me and the President of the Company.

\_\_\_\_\_ I understand that prior to finalization of any offer of employment regarding certain job positions, CenterStaging may condition the offer of employment on satisfactory completion of a medical examination and/or a drug screen. I agree to sign a release of medical information authorization form, and to submit to a medical examination and/or drug screen should the employer condition my offer of employment upon successful completion of such an examination or screening.

\_\_\_\_\_ Except as required in the performance of my duties, I understand and agree that I will not at any time during or after my employment use, disclose or disseminate any confidential information or any other information of a secret, proprietary, or generally undisclosed nature related to CenterStaging or its products, customers, employees, plans or procedures. I agree to deliver to CenterStaging any and all copies of confidential information, or other CenterStaging property, upon termination of the employment relationship or at any time upon CenterStaging request. I also agree not to solicit employees of CenterStaging either during or for one year after employment to leave this employer and commence work with another company.

Applicant's Signature: \_\_\_\_\_

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

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