



Have you ever been convicted of, pled nolo contendere (no contest) to, had adjudication withheld, been placed on probation or entered a pretrial diversion program for the commission of a crime other than a minor traffic offense? (Answering "yes" to this question will not automatically disqualify you from employment.)..... Yes No

You should answer "no record" if a conviction has been sealed or expunged or otherwise statutorily eradicated. If you responded yes, please explain below. To help us evaluate your application, please describe the nature of the crime and your subsequent rehabilitation. \_\_\_\_\_

Driver's license number, if driving is an essential job function \_\_\_\_\_ State \_\_\_\_\_

**EDUCATIONAL & TRAINING BACKGROUND**

| Education         | School-City-State | Course of Study | Years Completed | Graduated? Y/N | Degree Obtained |
|-------------------|-------------------|-----------------|-----------------|----------------|-----------------|
| High School       |                   |                 |                 |                |                 |
| College           |                   |                 |                 |                |                 |
| Graduate School   |                   |                 |                 |                |                 |
| Technical / Other |                   |                 |                 |                |                 |

**EMPLOYMENT HISTORY**

Please list, beginning with your current or most recent employment, any and all prior work experience which you have had during the past 10 years. Include Military Service as part of your employment record. Please write on the back if additional pages are necessary. If you have a Resume, please attach it to this application.

|  |                          |
|--|--------------------------|
| <b>Company Name:</b>   | <b>Address:</b>          |
| <b>Supervisor:</b>   | <b>Telephone Number:</b> |
| <b>Employed:</b> (Mo & Yr) <i>From</i> _____ <i>To</i> _____ | <b>Job Title:</b>        |
| <b>May MDS contact this Employer?</b> ( ) Yes ( ) No-Explain |                          |
| <b>Reason for Leaving:</b>                                   |                          |
| <b>Job Duties:</b>   |                          |

|  |                          |
|--|--------------------------|
| <b>Company Name:</b>   | <b>Address:</b>          |
| <b>Supervisor:</b>   | <b>Telephone Number:</b> |
| <b>Employed:</b> (Mo & Yr) <i>From</i> _____ <i>To</i> _____ | <b>Job Title:</b>        |
| <b>May MDS contact this Employer?</b> ( ) Yes ( ) No-Explain |                          |
| <b>Reason for Leaving:</b>                                   |                          |
| <b>Job Duties:</b>   |                          |

|  |                          |
|--|--------------------------|
| <b>Company Name:</b>   | <b>Address:</b>          |
| <b>Supervisor:</b>   | <b>Telephone Number:</b> |
| <b>Employed:</b> (Mo & Yr) <i>From</i> _____ <i>To</i> _____ | <b>Job Title:</b>        |
| <b>May MDS contact this Employer?</b> ( ) Yes ( ) No-Explain |                          |
| <b>Reason for Leaving:</b>                                   |                          |
| <b>Job Duties:</b>   |                          |

|  |                          |
|--|--------------------------|
| <b>Company Name:</b>   | <b>Address:</b>          |
| <b>Supervisor:</b>   | <b>Telephone Number:</b> |
| <b>Employed:</b> (Mo & Yr) <i>From</i> _____ <i>To</i> _____ | <b>Job Title:</b>        |
| <b>May MDS contact this Employer?</b> ( ) Yes ( ) No-Explain |                          |
| <b>Reason for Leaving:</b>                                   |                          |
| <b>Job Duties:</b>   |                          |

**REFERENCES**

List name, address and telephone numbers of three business/work references who are *not* related to you and at least one who is a previous supervisor. If not applicable, list three school or personal references that are *not* related to you.

| Name | Address | Telephone | Years Known |
|------|---------|-----------|-------------|
|      |         |           |             |
|      |         |           |             |
|      |         |           |             |

**SKILLS AND QUALIFICATIONS**

Summarize any special training, software applications, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.



### **Application Acknowledgement**

*Employment is conditioned on the successful completion of the screening process. By signing this application, I represent that the information provided in this application is given voluntarily and indicates that I have read and understand the importance of supplying complete and accurate information on the application. I am also aware of the possibility of an offer of employment being withdrawn or my employment being terminated if any of the information is not complete and correct.*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

#### **Please read the following carefully, initial each paragraph and sign below:**

I certify that I have answered the above questions truthfully and have not withheld any information relevant to my application. I understand that any falsification, misrepresentation, or omission, as well as any misleading statements or omissions of the applications information, attachments, and supporting documents generally will result in denial of employment or immediate termination, if discovered after hire.

\_\_\_\_\_  
Initial

I authorize Medical Data Systems, Inc. to thoroughly investigate my references, work record, education and other matters related to my suitability for employment, and further authorize the references I have listed to disclose to the company any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I release Medical Data Systems, Inc., 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.

\_\_\_\_\_  
Initial

I authorize Medical Data Systems, Inc. to investigate whether I have a criminal record, and, if so, the nature of such and all the surrounding circumstances. Social Security # \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

\_\_\_\_\_  
Initial

If hired, I agree to adhere to the rules and policies of Medical Data Systems, Inc. I understand that my employment and compensation can be terminated at any time, with or without cause, and with or without notice, at the option of Medical Data Systems, Inc. or myself. I understand that the President of the company is the only persons who will ever have the authority to create any other terms of employment and/or to enter into any employment contract and that all such contracts must be in writing and signed by both parties. However, I also understand that unless otherwise stated in an employment contract, the company may change, withdraw and interpret other policies (including wages, hours and working conditions), as it deems appropriate.

\_\_\_\_\_  
Initial

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_