



Employment Application

Unless otherwise instructed, return to:

Human Resources Department
2705 Bladensburg Road N.E.
Washington DC 20018
Fax: (202) 526-2876 or Email: by scan to hr@jnt.com
Phone: (202) 333-9100 ext. 119

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, sexual orientation, citizenship status, sex, age, disability, marital or veteran status, or any other legally protected status.

PERSONAL INFORMATION

NAME: _____ Date of Application _____
First Middle Last

ADDRESS: _____ SSN _____
City State Zip Code

Home Telephone No. _____ Mobile Telephone No. (optional) _____

Personal Email Address (optional) _____

Position applied for: _____

PLEASE ANSWER THE FOLLOWING:

Referral Source (optional):

J&T Employee Other (please explain) _____

What languages do you speak fluently? _____

Do you possess a security clearance (optional)? Yes No

If yes, please explain: _____

Have you been convicted of a felony within the last 7 years? Yes No

If yes, please explain: _____

Have you ever been employed at Jackson and Tull? Yes No

If yes, please give dates: From _____ To _____

Employment Application (continued)

EDUCATIONAL BACKGROUND

	Name/Address of School	Course of Study	Years Completed	Diploma/Degree
Graduate Study				
College				
High School				

Skills/Qualifications/Licenses/Certifications: If applicable, provide as an attachment along with your resume:

MILITARY

Branch of Service:	Date entered (Mo/Yr) /	Date discharged (Mo/Yr) /	Starting Rank	Rank at Separation
Please describe your primary duties while in the service:				
Please list significant military services, schools and courses taken. If applicable, provide as an attachment along with your resume:				

EMPLOYMENT EXPERIENCE

Most Recent Employer Name	Dates Employed From: _____ To: _____
Address	Starting Annual Base Salary \$ _____
Job Title	Ending Annual Base Salary \$ _____

PLEASE ATTACH YOUR RESUME

I agree to conform to the rules and regulations of Jackson and Tull. I understand that my employment may be terminated at any time for any reason at the option of either myself or Jackson and Tull. I hereby affirm that the information on this application is true and complete. I understand that any false or misleading representations or omissions may disqualify me from further consideration for employment and may result in discharge even if discovered at a later date. I further understand that as a condition of employment, I must be eligible for a security clearance.

Signed: _____ Date: _____

Jackson and Tull practices the fair treatment of all employees and applicants for employment without unlawful discrimination as the race, creed, color, national origin, sex, age, disability, marital status, sexual orientation or citizenship status in all employment decisions, including but not limited to recruitment, hiring, compensation, training and apprenticeship, promotion, upgrading, demotion, downgrading, transfer, lay-off and termination, and all other terms and conditions of employment.

AN EQUAL OPPORTUNITY EMPLOYER