



# MILITARY

BRANCH OF U.S. SERVICE	FINAL RANK
SERVICE SCHOOLS OR SPECIAL EXPERIENCE	

## EMPLOYMENT HISTORY

Please list all employment starting with present or most recent employer. Account, to the best of your recollection, for all periods including unemployment and service with the U.S. Armed Forces. Also include relevant volunteer and/or part-time work experience. Use additional sheet if necessary.

DATE	EMPLOYER – NAME, ADDRESS, PHONE	1. JOB TITLE 2. DEPARTMENT 3. NAME OF SUPERVISOR	DESCRIBE MAJOR DUTIES	WAGES	REASON FOR LEAVING
FROM:  _____ MM/YY  TO:  _____ MM/YY	_____  _____  _____	1.  2.  3.		<b>STARTING</b>  \$ _____ per _____  <b>FINAL</b>  \$ _____ per _____	
FROM:  _____ MM/YY  TO:  _____ MM/YY	_____  _____  _____	1.  2.  3.		<b>STARTING</b>  \$ _____ per _____  <b>FINAL</b>  \$ _____ per _____	
FROM:  _____ MM/YY  TO:  _____ MM/YY	_____  _____  _____	1.  2.  3.		<b>STARTING</b>  \$ _____ per _____  <b>FINAL</b>  \$ _____ per _____	
FROM:  _____ MM/YY  TO:  _____ MM/YY	_____  _____  _____	1.  2.  3.		<b>STARTING</b>  \$ _____ per _____  <b>FINAL</b>  \$ _____ per _____	
FROM:  _____ MM/YY  TO:  _____ MM/YY	_____  _____  _____	1.  2.  3.		<b>STARTING</b>  \$ _____ per _____  <b>FINAL</b>  \$ _____ per _____	
FROM:  _____ MM/YY  TO:  _____ MM/YY	_____  _____  _____	1.  2.  3.		<b>STARTING</b>  \$ _____ per _____  <b>FINAL</b>  \$ _____ per _____	

## PERSONAL DATA

HAVE YOU EVER BEEN DISCHARGED, SUSPENDED OR REQUESTED TO RESIGN FROM ANY POSITION?    Yes    No If yes, please explain:
IS THERE ANY REASON WHY YOU WOULD BE UNABLE TO PERFORM ANY OF THE DUTIES OF THE POSITION FOR WHICH YOU HAVE APPLIED, AS SET FORTH IN THE JOB DESCRIPTION?    Yes    No If yes, please explain:
HAVE YOU BEEN CONVICTED OF A CRIMINAL OFFENSE IN THE PAST SEVEN (7) YEARS?    Yes    No If yes, please explain: (NOTE: Conviction is not an automatic bar to employment. Each case will be considered on its merits.)
CALIFORNIA ONLY: Applicant may omit any convictions for the possession of marijuana (except for convictions for the possession of marijuana on school grounds or possession of concentrated cannabis) that are more than two (2) years old, and any information concerning a referral to, and participation in, any pre-trial or post-trial diversion program(s).
WHY DO YOU WISH TO LEAVE YOUR PRESENT EMPLOYER?
ARE YOU ON A LAY-OFF AND SUBJECT TO RECALL?    Yes    No
STATE ANY ADDITIONAL INFORMATION YOU THINK MAY BE OF INTEREST TO US IN CONSIDERING YOUR APPLICATION:

## REFERENCES – PROFESSIONAL & PERSONAL

Give the names of three (3) current or **past supervisors or managers**, not related to you, with whom you have worked.

NAME:  ADDRESS:  PHONE NO.:  EMAIL:	RELATIONSHIP:  EMPLOYER:	# OF YEARS ACQUAINTED:
NAME:  ADDRESS:  PHONE NO.:  EMAIL:	RELATIONSHIP:  EMPLOYER:	# OF YEARS ACQUAINTED:
NAME:  ADDRESS:  PHONE NO.:  EMAIL:	RELATIONSHIP:  EMPLOYER:	# OF YEARS ACQUAINTED:

Please give three (3) **personal references**. These can include friends, co-workers, or family members.

NAME:  RELATIONSHIP:  PHONE NO.:  EMAIL:	NAME:  RELATIONSHIP:  PHONE NO.:  EMAIL:	NAME:  RELATIONSHIP:  PHONE NO.:  EMAIL:
--	--	--

## PRE-EMPLOYMENT STATEMENT

I hereby give XO Group Inc. the right to investigate my past employment, education and activities. I hereby consent to give this employer the right to conduct pre-employment reference checks and a background investigation check, and if employed, ongoing reference and/or investigation checks as deemed necessary. I release from liability all persons, companies, and corporations who supply such information. I agree to indemnify and hold XO Group Inc. harmless from and against any liability that may result from such an investigation. I understand that any false or misleading answers or omissions I might make in this application or in any other related documents shall be considered sufficient cause to deny employment or for immediate discharge if already employed.

I consent to taking the pre-employment drug screen and any such future physical examinations, reasonable suspicion and post-accident drug screens as may be requested/required by XO Group Inc. I understand that the pre-employment drug screen will be required only after an offer of employment has been made and before the beginning of my duties. Any job offer extended will be contingent upon the satisfactory completion of a drug screen, reference checks, background investigation report, and the resolution of any issues regarding my ability to safely perform the essential functions of the job applied for, either with or without reasonable accommodations. A driving record review will be required for any position requiring an employee to drive a motor vehicle. I agree to wear or use protective clothing or devices as required and to comply with all safety regulations.

I understand that if hired, it is the policy of this employer and its subsidiaries, that employment will be at-will. Employment at-will means that if I am employed by XO Group Inc., I may resign at any time with or without advance notice to XO Group Inc. and with or without "cause." Likewise, XO Group Inc. may terminate my employment at any time with or without advance notice and with or without "cause." Except for the CEO of XO Group Inc., no manager, supervisor, or representative of XO Group Inc. has the authority to enter into any agreement for employment for any specific period of time or to make any agreement contrary to the foregoing. Only the CEO of XO Group Inc. has the authority to make any agreement contrary to the foregoing and then only in writing.

I also understand that nothing contained in this application, or in the granting of an interview, is intended to create an employment contract between XO Group Inc. and myself for employment or for any benefits. I have received no promises regarding employment, and I understand that no such promise or guarantee is binding on XO Group Inc. unless made in writing.

I understand that employment at XO Group Inc. is contingent on my ability to prove that I am authorized to work in the United States, as required by the Immigration Reform Control Act of 1986.

I understand that all references to XO Group Inc. applies to its subsidiaries as well.

I certify that I have read and understand the foregoing and to the best of my knowledge and belief, the information on this form is true and correct.

Applicant's signature \_\_\_\_\_ Date: \_\_\_\_\_  
*(Your typed name here is in lieu of a written signature and is legally binding.)*

Please note: XO Group Inc. considers applications for only a 60-day period.  
If you wish to be considered after 60 days from the date of your application, please reapply.