



All applicants for employment are required to complete and submit this Employment Application.

II-VI does not discriminate on the basis of sex, age, color, race, religion, national origin, ancestry, sexual orientation, non-job related physical or mental disability, genetic information, veteran status, or any other basis protected by applicable federal, state, or local law. No question on this application is asked for the purpose of limiting or excluding an applicant's consideration for employment because of any protected status.

Applicant Information

LEGAL NAME
 Last _____ First _____ Middle _____
 HAVE YOU EVER WORKED UNDER ANOTHER NAME? YES NO
 IF YES, UNDER WHAT NAME(S): _____
 COMPLETE HOME ADDRESS include PO Box, Apt. #, etc.
 Street _____ City _____ County _____ State _____ Zip Code _____
 HOME PHONE _____ BUSINESS OR OTHER PHONE _____
 E-MAIL ADDRESS _____

Position Applying For

JOB TITLE/TYPE OF WORK _____ DESIRED SALARY _____ AVAILABLE START DATE _____
 If necessary, are you available to work any of the following?
 Overtime Holidays Work schedule other than M-F
 YES YES YES
 NO NO NO
 HOW DID YOU LEARN ABOUT THIS OPENING? _____
 DESIRED EMPLOYMENT: Full-Time Part-Time Temporary
 HAVE YOU WORKED FOR OR APPLIED FOR A POSITION AT THE COMPANY BEFORE? YES NO
 If yes, what position(s)? _____
 DO YOU HAVE ANY RELATIVES WORKING HERE? YES NO If yes, who?: _____
 IF HIRED, CAN YOU SUBMIT VERIFICATION OF YOUR LEGAL RIGHT TO WORK IN THE U.S.? YES NO
 ARE YOU OVER 18 YEARS OF AGE? YES NO IF UNDER 18, DO YOU HAVE A WORK PERMIT? YES NO

Education – Begin with most recent college/university/technical school

| NAME OF EDUCATIONAL INSTITUTION/LOCATION | MAJOR | NO. OF YEARS | GRADUATE | | DEGREE/YEAR GRADUATED |
|--|-------|--------------|------------------------------|-----------------------------|-----------------------|
| | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |
| | | | <input type="checkbox"/> Yes | <input type="checkbox"/> No | |

ANY PROFESSIONAL DESIGNATIONS, TRAINING (INCLUDING MILITARY TRAINING) PATENTS, PUBLICATIONS, ABILITY TO SPEAK ANOTHER LANGUAGE, COMPUTER SKILLS RELATED TO THE JOB SOUGHT:

Employment History – List current/most recent positions first (attach additional sheets if necessary)

Complete all job history regardless of resume attachment

| | | |
|------------------|------------------|---------------------------------------|
| NAME OF EMPLOYER | ADDRESS/LOCATION | DATES EMPLOYED From _____ To _____ |
| TYPE OF BUSINESS | POSITION/TITLE | BUSINESS PHONE |
| MANAGER'S NAME | MANAGER'S TITLE | MANAGER'S PHONE |

REASON FOR LEAVING

| | | |
|------------------|------------------|---------------------------------------|
| NAME OF EMPLOYER | ADDRESS/LOCATION | DATES EMPLOYED From _____ To _____ |
| TYPE OF BUSINESS | POSITION/TITLE | BUSINESS PHONE |
| MANAGER'S NAME | MANAGER'S TITLE | MANAGER'S PHONE |

REASON FOR LEAVING

| | | |
|------------------|------------------|---------------------------------------|
| NAME OF EMPLOYER | ADDRESS/LOCATION | DATES EMPLOYED From _____ To _____ |
| TYPE OF BUSINESS | POSITION/TITLE | BUSINESS PHONE |
| MANAGER'S NAME | MANAGER'S TITLE | MANAGER'S PHONE |

REASON FOR LEAVING

Professional References

List three people (other than relatives) who are in a position to evaluate your previous employment performance, preferably former supervisors or people with whom you have worked. (If applying for a supervisory position, please include one subordinate.)

| | | | |
|------|-------|---------|-------|
| NAME | TITLE | COMPANY | PHONE |
| NAME | TITLE | COMPANY | PHONE |
| NAME | TITLE | COMPANY | PHONE |

Applicant Acknowledgements

By signing below, on the designated line:

- 1. Applicant consents to II-VI's inquiries to, and any disclosures by, persons listed here as employment and professional references.**
- 2. Applicant grants the II-VI permission to investigate all facts and statements given on the application and/or interviews and authorizes any and all former employers, references, or educational institutions to release all information relevant to Applicant's employment or education to the Company, without giving Applicant prior notice.**
- 3. Applicant acknowledges that any offer of employment is expressly conditioned upon applicant's agreement to the terms of the II-VI non-disclosure, non-compete, and conflict of interest agreements.**
- 4. Applicant certifies that to the best of his or her knowledge the information provided on this application and in any supplementary materials, is correct and has not knowingly withheld any information that might adversely affect Applicant's chances for employment. Applicant acknowledges that false, incomplete, or misleading information submitted in any written materials or provided in any interview responses will be sufficient reason for refusal to hire, failure to promote, or for immediate dismissal.**
- 5. Applicant acknowledges that if hired the employment is at-will, meaning she/he may quit at any time and that II-VI may terminate the employment relationship at any time and for any reason not prohibited by law. Similarly, compensation may be increased, decreased or otherwise changed at any time, with or without cause, and with or without advance notice by the Company.**
- 6. Applicant acknowledges that if employed by II-VI, no contract of employment, expressed or implied is created.**

APPLICANT SIGNATURE: _____ DATE _____