

TEXAS TELEVISION, INC.  
KIII-TV Channel 3  
5002 South Padre Island Drive  
Corpus Christi, Texas 78411  
(361) 986-8300

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A P P L I C A T I O N F O R E M P L O Y M E N T

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Position: \_\_\_\_\_

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

KIII-TV considers all applicants for employment without regard to race, color, religion, sex, national origin, age, handicap or disability, or status as a Vietnam-era or special disabled veteran in accordance with federal law. In addition, KIII-TV complies with applicable state and local laws prohibiting discrimination in employment in every jurisdiction in which it maintains facilities. KIII also provides "reasonable accommodations" to qualified individuals with disabilities, in accordance with the Americans With Disabilities Act and applicable state and local laws. If you believe your equal employment rights have been violated, you may contact the Federal Communications Commission, the Equal Employment Opportunity Commission, or the appropriate state or local EEO agency.

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

Social Security No.: \_\_\_\_\_

Current Address

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Apartment No.: \_\_\_\_\_ Telephone No.: \_\_\_\_\_ Referred by: \_\_\_\_\_

Are you over the age of 18?  Yes  No If not, state your age: \_\_\_\_\_

Do you want to work?  Full Time  Part Time.  
if part time, specify days and hours: \_\_\_\_\_

Are you willing to work overtime as necessary?  Yes  No

Date you can start: \_\_\_\_\_ Salary desired: \_\_\_\_\_

Have you ever been employed by us?  Yes  No If yes, when? \_\_\_\_\_

Do you have a valid Texas driver's license?  Yes  No

Have you ever been convicted of a felony or plead guilty to a felony?\*  Yes  No  
If yes, state nature of offense, when, where, and disposition: \_\_\_\_\_

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\*A conviction record will not necessarily be a bar to employment. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

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

Federal laws require that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, KIII-TV will verify the status of every individual offered employment with the company. In this connection, all offers of employment are subject to verification of the applicant's identity and employment authorization, and it will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization upon employment.

Are you authorized to work in the United States on a full-time basis for all employers, or for your current employer only?         All employers         Current employer only

**RECORD OF EDUCATION**

Name and Address of School	Course of Study	Number of Years Completed	Did you Graduate?	Diploma or Degree Received

**PRIOR WORK HISTORY** (List in order, last or current employer first. Account for any gaps in your employment.)

Name and Address of Employer	FROM		TO		POSITION/ SALARY	SUPERVISOR	REASON FOR LEAVING
	MO	YR	MO	YR			
1.							
2.							
3.							
4.							
5.							

Describe in detail the work you performed. (If you need more room to complete your prior work history, use additional sheets of paper.)

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

**SKILLS (that you believe are related to the job for which you are applying)**

Shorthand w.p.m.: \_\_\_\_\_ Typing w.p.m.: \_\_\_\_\_ Other office equipment: \_\_\_\_\_

Are there any other experiences, skills, or abilities that you feel especially qualify you for work with our company?

Grade of Operator License: \_\_\_\_\_ Date Issued: \_\_\_\_\_  
\_\_\_\_\_ General Class Operator License \_\_\_\_\_ Restricted Radio/Telephone Permit

**PERSONAL REFERENCES (excluding relatives)**

Name: _____ Address: _____  Telephone: _____ (if known)	Business & Position: _____ Dates Known: _____
Name: _____ Address: _____  Telephone: _____ (if known)	Business & Position: _____ Dates Known: _____
Name: _____ Address: _____  Telephone: _____ (if known)	Business & Position: _____ Dates Known: _____

**PRE-EMPLOYMENT STATEMENT (Please read carefully and sign the statement below.)**

I understand and agree that:

1. The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume, or any other materials, or during any interviews, can be justification of refusal of employment, or, if employed, termination from KIII's employ.
2. Any offer of employment I may receive from KIII-TV is contingent upon my successful completion of the company's total pre-employment screening process, including the company's receiving references that it considers satisfactory, and my satisfactory completion of any post-offer, pre-employment medical examination that the company may require.
3. I understand that as a condition of employment, I will be required to undergo and successfully pass a screening for alcohol and/or drugs. I also understand and agree that, if employed, I may be required to submit to an alcohol or drug screening at any time at the discretion of KIII-TV. I hereby consent to having the results of any such alcohol or drug screening I may be required to undergo disclosed to KIII-TV.
4. In processing my application for employment, the company may verify all the information provided by me, or may procure or have prepared a consumer or an investigative consumer report for this purpose concerning my prior employment, military record, education, character, general reputation, personal characteristics, criminal record, and mode of living. I understand that upon written request to the

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

company, I will be informed whether an investigative consumer report was requested and given full information as to the nature and scope of this investigation.

5. I authorize and request that all of my present and former employers and those individuals I have listed as personal references furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.
6. In consideration of my employment, I agree to comply with the policies, rules, regulations, and procedures of the company and understand that my employment and compensation can be terminated with or without cause or notice, at any time, at the option of either the company or myself. I further understand that no manager or representative of the company, other than the President or General Manager, has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to the foregoing. I further understand that any such agreement, if made, shall not be enforceable unless it is in writing and signed by me and by one of the individuals designated above.
7. By signing this application, I certify that I have read and understand everything contained herein, including the "at will" employment provision set forth in paragraph 6. Furthermore, I have been given the opportunity to consult with an attorney prior to executing this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**EQUAL EMPLOYMENT OPPORTUNITY SURVEY**

**KIII-TV**

**TO ALL APPLICANTS**

KIII-TV is an Equal Opportunity Employer and complies with all applicable federal and state regulations. We are required to solicit the information indicated below. This information is kept for statistical reporting Federal EEO and FCC requirements. Once received this information will be kept separate from your application materials and will be treated in a highly confidential manner. The principal manager will not view this information. Your completion of this form is optional.

**INSTRUCTIONS:**

1. Print your names in the space provided.
2. Print the position title for which you are applying.
3. Indicate the appropriate responses listed below.

NAME (Last/First/Middle)	SOCIAL SECURITY NUMBER
ADDRESS (Street or Route/Box Number)	CITY/STATE/ZIP
POSITION APPLIED FOR	U.S. CITIZEN <input type="checkbox"/> Yes <input type="checkbox"/> No

**RACE OR ETHNIC IDENTIFICATION** (check one):

- American Indian or Alaskan Native - All persons having origins in any of the original peoples of North America.
- Asian or Pacific Islander – All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, Samoa and Bangladesh.
- Black – All persons having origins in any of the black racial groups.
- Hispanic – All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- White – All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- Other – Native Origin \_\_\_\_\_

**GENDER**

- Male       Female

**APPLICANT SOURCE DATA**

Name	SSN	Position Applied for
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**HOW DID YOU LEARN OF THIS POSITION**

Please indicate how you learned of this position.

KIII-TV vacancy announcement. *Where?* \_\_\_\_\_

Newspaper advertisement. *Name of publication:* \_\_\_\_\_

Professional journal announcement. *Name of publication:* \_\_\_\_\_

Referred by an employment agency. *Name:* \_\_\_\_\_

Referred by a college placement office. *Name:* \_\_\_\_\_

Encouraged by a friend or relative. *Name:* \_\_\_\_\_

Encouraged by a present or former employee. *Name:* \_\_\_\_\_

Referred by a training center (high school, technical, trade, social service agency, etc.) *Name:* \_\_\_\_\_

World Wide Web Site

Tvjobs.com

Journalismjobs.com

RTNDA.org

NAHJ.org

NABJ.org

TAB.org

NAB.org

NPPA.com

NBE.org

Other (*specify*) \_\_\_\_\_

Walk-in

Other. *Explain:* \_\_\_\_\_

I certify that I fully understand the purpose of obtaining the above information and further certify that my responses are true to the best of my knowledge.

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

MAIL TO: HUMAN RESOURCES  
KIII-TV  
P. O. BOX 6669  
CORPUS CHRISTI, TX 78466-6669