



Employment Application

This application form is considered active for 90 calendar days. If you wish to be considered for employment after this 90 calendar day period, you must complete a new application form.

IDENTIFICATION

PLEASE PRINT

Last Name _____ First Name _____ Middle Initial _____ S.S.# _____

Present Address _____ Home Phone () _____

City _____ State _____ Zip _____ Work Phone () _____

Permanent Address _____ Home Phone () _____

City _____ State _____ Zip _____ Work Phone () _____

Other Phone () _____ Fax () _____ Email _____

In order to permit a check of your employment and education records, are there any other names that you have previously used? Yes _____ No _____

If yes, identify names and relevant dates _____

Please list all previous places of residence (if different than current residence) for the past three years:

Address _____ How long? _____

Address _____ How long? _____

GENERAL EMPLOYMENT QUESTIONS

How were you referred to the company? Please specify source.

Advertisement _____ Employment Agency _____ Internet _____

Job Fair _____ Employee Referral _____ Other _____

Position Desired _____ Date Available _____ Salary Expected _____

Have you ever applied to or been employed by Interactive Intelligence before? Yes _____ No _____. If yes, specify dates and positions applied for or held _____

Do you have a legal right to work in the U.S. on an unrestricted basis? Yes _____ No _____. If no, please explain. Also note that proof of citizenship or immigration status will be required upon employment _____

Are you currently on "lay-off" status and subject to recall? Yes _____ No _____. If yes, please explain _____

Can you travel if the job requires? _____ Can you relocate if the job requires? _____

Type of work desired: Full-time _____ Part-time _____

Do you have any relatives currently employed by Interactive Intelligence? Yes _____ No _____.
If yes, who _____

Have you ever been convicted of a crime in any State (including felonies, misdemeanors, guilty pleas, or pleas of nolo contendere), other than minor traffic offenses? Yes _____ No _____. If yes, explain _____

A prior conviction will not necessarily bar you from employment; however the type of conviction and when it occurred will be considered. If you are not applying for a position in Indiana, please obtain an alternative question regarding this matter from the Company.

SPECIAL TRAINING OR QUALIFICATIONS

Languages spoken fluently _____ Languages read fluently _____

Computer Software experience _____

Typing speed _____

Describe any specialized training and skills; state where training or skill was received and also describe any job related extra-curricular activities _____

List professional, trade, business or civic activities including offices held (It is optional to include memberships which may indicate gender, race, religion, national origin, age, disability or any other protected status) _____

Explain why Interactive Intelligence should hire you for this position _____

Except for vacations and holidays, how many work days were you absent during the past calendar year? _____

If hired, would you be able to perform all functions and all necessary job assignments of the particular job for which you are applying?

Yes _____ No _____. If no, please explain _____

This company has a policy of assuring that the work environment is free from harassment and discrimination. Have you ever been accused of sexual or other harassment or employment discrimination? Yes _____ No _____. If yes please explain _____

EDUCATION

High School _____ Circle years completed 9 10 11 12

Field of Study _____ Diploma attained? Yes _____ No _____

College/University _____ Circle years completed 1 2 3 4

Field of Study _____ Diploma/degree attained? Yes _____ No _____

Graduate/Professional School _____ Circle years completed 1 2 3 4

Field of Study _____ Diploma/degree attained? Yes _____ No _____

Trade/ Business or Other School _____ Circle years completed 1 2 3 4

Subjects of special study or research work _____

MILITARY SERVICE

Describe specialized training, apprenticeship, skills and extra curricular activities _____

Branch of U.S. Service _____ Date entered _____ Date discharged _____

Rank at discharge _____ Current Rank _____

Are you currently a member of the National Guard or Reserves? Yes _____ No _____

Nature of military duty and any special training and/or honors received _____

PRESENT AND/OR PREVIOUS EMPLOYMENT

Please give an accurate, complete full-time and part-time chronological employment record. Include any job-related military service assignments and volunteer activities. Start with your current employer (or most recent employer if not employed) and account for all periods of unemployment. Use a separate sheet if necessary.

Company Name _____ Phone # () _____
Address _____ City _____ State _____ Zip _____
Position _____ Type of Business _____
Start Date (Mo/Yr) _____ End Date (Mo/Yr) _____ Starting Wage/Salary _____ Final Wage/Salary _____
Supervisor Name _____ Supervisor's Job Title _____
Description of Work Responsibilities _____

Voluntary or Involuntary Termination. Please explain _____

Company Name _____ Phone # () _____
Address _____ City _____ State _____ Zip _____
Position _____ Type of Business _____
Start Date (Mo/Yr) _____ End Date (Mo/Yr) _____ Starting Wage/Salary _____ Final Wage/Salary _____
Supervisor Name _____ Supervisor's Job Title _____
Description of Work Responsibilities _____

Voluntary or Involuntary Termination. Please explain _____

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Address _____ City _____ State _____ Zip _____
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Start Date (Mo/Yr) _____ End Date (Mo/Yr) _____ Starting Wage/Salary _____ Final Wage/Salary _____
Supervisor Name _____ Supervisor's Job Title _____
Description of Work Responsibilities _____

Voluntary or Involuntary Termination. Please explain _____

OTHER

In case of Emergency notify?

Name _____ Relationship _____

Address _____ City _____ State _____ Zip _____

Home phone () _____ Work phone () _____

How else may we contact this person? _____

If applying for a position that requires driving, do you have a valid driver's license? Yes _____ No _____

License # _____ State _____

REFERENCES

Include the names and contact information for at least two professional references whom you have known at least one year and are familiar with your work performance.

Name _____ Relationship _____

Address _____ City _____ State _____ Zip _____

Home phone () _____ Work phone () _____

Name _____ Relationship _____

Address _____ City _____ State _____ Zip _____

Home phone () _____ Work phone () _____

Name _____ Relationship _____

Address _____ City _____ State _____ Zip _____

Home phone () _____ Work phone () _____

APPLICANT'S CERTIFICATION

PLEASE READ CAREFULLY BEFORE SIGNING

I fully understand that if employed, any misrepresentation or omission of this Application or of any other Company or interview record will result in dismissal, regardless of the date of discovery. I acknowledge that employment is also subject to a satisfactory review of my references.

I hereby authorize the release of any employment or education data relevant to my employment with Interactive Intelligence, Inc. for the purpose of an employment investigation. I authorize a thorough investigation of my past employment, activities, and background and agree to cooperate in such investigation, and release from all liability or responsibility all persons and corporations requesting or supplying such information. This investigation may also include a determination regarding whether I have a criminal record.

I agree to submit to any lawful drug, alcohol, or other testing that may be required as a condition of employment or continued employment and understand that refusal to promptly submit and cooperate with such testing prior to or during the course of my employment will result in disqualification from consideration for employment or, if hired, termination.

Neither this Application nor any statement made to me during the hiring process or thereafter shall be considered a contract of employment of any kind. Where such contract is intended, I understand that it will be separately entered into and signed by the Chief Executive Officer (CEO) or another senior executive officer of Interactive Intelligence. Absent such a contract, I understand that, if hired, my employment will be terminable-at-will, with or without cause or notice, that I am not being employed for any specified or definite period of time, and that this Application is not and is not intended to be a contract, offer, statement or confirmation of or for continued employment. I understand that any employee handbook, manual, or any other company material does not represent an employment contract if I am hired. Interactive Intelligence may alter, modify, amend, or terminate any of its policies and benefits, both as to active and retired employees at any time.

This application form is considered active for 90 calendar days. If I wish to be considered for employment after this 90 calendar day period, I understand I must complete a new application in person.

I have read and understand the above.

Signature _____ Date _____



INTERACTIVE INTELLIGENCE®

Applicant Data Record

Interactive Intelligence is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, we invite you to voluntarily self-identify your race or ethnicity and sex. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual. This information will be kept in a Confidential File, separate from the Employment Application

Identification

Date _____ Position applied for _____

Last Name _____ First Name _____ Middle Initial _____

S.S.# _____

Present Address _____

City _____ State _____ Zip _____ Home Phone () _____

Referral source:

- Advertisement
- Employment Agency
- Internet
- Job Fair
- Employee Referral
- Other: _____

Check One: Male Female

Check One:

- Hispanic or Latino
- White (Not Hispanic or Latino)
- Black or African American (Not Hispanic or Latino)
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)
- Asian (Not Hispanic or Latino)
- American Indian or Alaska Native (Not Hispanic or Latino)
- Two or More Races (Not Hispanic or Latino)

DISCLOSURE

As part of the employment process, Interactive Intelligence, will obtain a consumer report (known as an investigative consumer report in California), which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living.

AUTHORIZATION

During the application process and at any time during the tenure of my employment with the Company, I hereby authorize ChoicePoint WorkPlace Solutions Inc., on behalf of The Company to procure a consumer report (known as an investigative consumer report in California) which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from credit bureaus, courts record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

Applicant/Employee Name and Signature

Date

Social Security Number *

Date of Birth *

* For Identification Purposes Only

CA, MN & Oklahoma Residents please note: In connection with your application for employment, your consumer report may be obtained and reviewed. Under California, Minnesota and Oklahoma law, you have a right to receive a free copy of your consumer report by checking the appropriate box below.

YES, I am a California resident and would like a free copy of my investigative consumer report.

YES, I am a Minnesota resident and would like a free copy of my consumer report.

YES, I am an Oklahoma resident and would like a free copy of my consumer report.

CA Residents please note: In connection with your application for employment, your credit report may be obtained and reviewed. Under California law, if your credit report is ordered, you have a right to receive a free copy of your credit report by checking the appropriate box below. (Your credit report will be mailed to you either by the relevant credit bureau or the consumer reporting agency above.) Please note that if you elect to receive the entire investigative consumer report, this will include your credit report, if one was ordered.

YES, I am a California resident and would like a free copy of my credit report.

Printed Name _____

Street Address _____

City, State, Zip _____

Employer please note: If a Minnesota or Oklahoma consumer checks "YES" regarding the consumer report, or if a California consumer checks "YES" regarding the credit report (and you do request a credit report), please fax this form to your ChoicePoint service center. If consumer checks "YES" regarding the full consumer report, and consumer resides in California, you will need to provide the individual with a copy of their consumer report.

Account Number: _____

CALIFORNIA DISCLOSURE

As part of the employment process, Interactive Intelligence, ("The Company"), will obtain an investigative consumer report. The investigative consumer report may include information regarding your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living. The following Consumer Reporting Agency will prepare the report:

ChoicePoint WorkPlace Solutions Inc.
Consumer Disclosure Center
PO Box 105292
Atlanta, GA 30348
1-800-845-6004

California Notice:

You have the right under Section 1786.22 of the California Civil Code to contact ChoicePoint during normal business hours to obtain your file for your review. You may obtain such information as follows:

1. In person at ChoicePoint's office at the address listed above. You will need to furnish proper identification prior to receiving your file. You may have someone accompany you and should inform such person that they will also have to present reasonable identification. If you want ChoicePoint to disclose to or discuss your information with this third party, you may be required to provide a written statement granting ChoicePoint permission to do so.
2. By certified mail, if you make a written request (and provide proper identification) to have your file sent to a specified addressee.
3. By telephone, if you have previously made a written request and provided proper identification.

ChoicePoint has trained personnel to explain any information that is furnished to you and to explain any information that is coded.
