



GPD Group • 520 South Main Street • Suite 2531 • Akron, Ohio 44311-1010 • Fax (330) 572-2101

GPD believes that its strongest and most valuable asset is its people. We encourage you to fill out the following on-line resume for consideration in being a part of the GPD team. Please be assured that any personal information you submit on-line will be held in the strictest confidence.

If the position you would like to apply for is not listed, or does not exist, please feel free to tell us about a position we should consider creating at our company. We welcome your comments.

Thank you for your interest in the GPD Group.

Position(s) applied for:

Date of application:

STEP 1:

Enter the following information. (Items marked with an asterisk (*) are required.)

*Referral Source

- | | |
|--|---|
| <input type="checkbox"/> Advertisement | <input type="checkbox"/> Employee |
| <input type="checkbox"/> Relative | <input type="checkbox"/> Government Employment Agency |
| <input type="checkbox"/> Walk-in | <input type="checkbox"/> Private Employment Agency |
| <input type="checkbox"/> Other | |

STEP 2:

Enter the following information. (Items marked with an asterisk (*) are required.)

***Personal Information**

Name:

Address:
Street:

City:

State:

Zip:

Email Address:

Phone (Optional):

May we contact you at work:

Yes

No

If yes, work number and best time to call:

()

STEP 3:

Employment History

This section is optional if you plan to electronically attach your resume; however, **you must** fill out any items below that do not appear on your resume.

Most Recent Employer

Employer:

City:

State:

Date of Employment:

From:

To:

Job Title:

Summarize the type of work performed and the job responsibilities:

Employer 2

Employer:

City:

State:

Date of Employment:

From: To:

Job Title:

Summarize the type of work performed and the job responsibilities:

Employer 3

Employer:

City:

State:

Date of Employment:

From: To:

Job Title:

Summarize the type of work performed and the job responsibilities:

STEP 4:

Enter the following information. (Items marked with an asterisk (*) are required.)

Skills and Qualifications

*Software Proficiencies:

- | | |
|---|---|
| <input type="checkbox"/> Adobe Acrobat 7.0 | <input type="checkbox"/> Microsoft Excel 2003 |
| <input type="checkbox"/> Adobe Illustrator 8.0 | <input type="checkbox"/> Microsoft Outlook 2003 |
| <input type="checkbox"/> Adobe Photoshop CS2 | <input type="checkbox"/> Microsoft Power Point 2003 |
| <input type="checkbox"/> Advantage 5.1 | <input type="checkbox"/> Microsoft Project 2003 |
| <input type="checkbox"/> EDSA Super_300 | <input type="checkbox"/> Microsoft Word 2003 |
| <input type="checkbox"/> Geopak Software | <input type="checkbox"/> Microstation V8 |
| <input type="checkbox"/> Haestad Methods
Detention/TR55 | <input type="checkbox"/> PC Counts Software |
| <input type="checkbox"/> Haestad Methods
Stormwater Management | <input type="checkbox"/> Pipe Plus v1.02 |
| <input type="checkbox"/> HAPS v4.04 | <input type="checkbox"/> STAAD III Software |
| <input type="checkbox"/> HCS 2000 | <input type="checkbox"/> Synchro 6.0 |
| <input type="checkbox"/> Hec-Ras Software | <input type="checkbox"/> Trax Pro |
| <input type="checkbox"/> Lumen Micro 7.0 | <input type="checkbox"/> Visual 2.0 |
| <input type="checkbox"/> Maxwell - The Contractor | |

*Do you have CAD skills?

Yes

What version?

No

*Licenses and Certificates (Include all state certifications and years of registrations):

[example: Registered Architect in the States of Ohio (1988), Indiana (1990) and Michigan (1992)]

Please list all professional affiliations.

(Examples: Institute of Transportation Engineers, ASHRAE, AIA, etc.)

STEP 5:

Educational Background

The Educational Background section is optional if you plan to electronically attach your resume.

High School

School:

Earned Diploma: yes no

Earned GED: yes

College or Post High School

School:

Focus of Study:

Earned Diploma: yes no

School:

Focus of Study:

Earned Diploma: yes no

Post Graduate:

School:

Focus of Study:

Earned Diploma: yes no

School:

Focus of Study:

Earned Diploma: yes no

STEP 6:

References

The References section is optional but will be required if selected for an interview.

Professional 1

Name:

Relationship:

Telephone: ()

Years Known:

Professional 2

Name:

Relationship:

Telephone: ()

Years Known:

Personal Reference

Name:

Relationship:

Telephone: ()

Years Known:

List any additional information you would like us to consider.