



# StarNotation Inc.

Application Form

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STARNOTATION INC.

# StarNotation Inc. Application Form

To apply for employment or collaboration with StarNotation Inc., please use this document.

This document is meant for all cases, either you are a personal applicant with or without own business license or a B2B company seeking collaboration.

Please make sure you only answer the questions that are relevant to your education or significant work experience.

Please write all text for this document yourself. Should we find out that someone else or artificial intelligence (AI) has been used to create these texts, we will trash your application without further notice.

If, because of some contract of yours, you are not allowed to talk about a topic, then please do not talk or write about it.

If you add documents to your application, that already answer some of the questions in this document, then do not answer the questions in this document for those topics. There is no point in writing things twice!

Please apply with the following documents:

- ➔ A Curriculum Vitae (CV) or resume (Date of birth, gender, photo are ok, but optional)
- ➔ The answers to the questions in this document as a pdf document
- ➔ Written references are ok, but optional
- ➔ Motivational letter, if you haven't answered that already in this document

Please send your documents by email to: [careers@starnotation.com](mailto:careers@starnotation.com). In the body of the email summarize in about 5 lines what your request is. Alternatively, you can open an email to us from the website [www.starnotation.com/Careers.html](http://www.starnotation.com/Careers.html) . You will not receive an automated confirmation of delivery email from us.

Please expect an answer from us within 3 weeks.

## **Please remember:**

We do our best not to discriminate anybody because of age, gender, nationality, color, et al. Please respect our efforts.

If you do not get accepted, then typically one of these reasons apply:

- ➔ That we simply do not have enough work available
- ➔ That we have better qualified candidates or B2B partners available
- ➔ That your suggested timing doesn't work with our requirements
- ➔ That we have a cheaper solution available
- ➔ That in the past we were not happy with your services. But this you would know by then.

## **Privacy of your data:**

We ensure you, that your data will be used exclusively for the evaluation of a job or B2B collaboration.  
We do not hand your data to others.

At any time you can ask to delete all your data with us by sending an email to [careers@starnotation.com](mailto:careers@starnotation.com) and requesting to delete all data.

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## 1 You

Are you applying for an employment or as self-employed?

### 1.1 Name and Contact, Business license

- ➔ What is your name?
- ➔ Your email address, phone number? Type of phone number that is (mobile, land)? Who picks up the phone?
- ➔ In what city/village do you live?
- ➔ In what places/cities do you usually work? Multiple answers possible.
- ➔ Do you have a business license?

### 1.2 Education

What is your highest level of education?

Do you have additional education in different fields?

### 1.3 Social Skills

#### 1.3.1 Education in Communication

Do you have an education in social skills/communication?

- ➔ Have you attended a communication class?
- ➔ Can you show confirmation of that?

#### 1.3.2 Autodidactic Education

Do you have an autodidactic education in communications?

- ➔ Have you read books about communication?
- ➔ Which books did you read?

#### 1.3.3 Presentation

How would you describe your presentation?

- ➔ How are you typically dressed going to work?
  - Suit
  - Business casual
  - Everyday clothing (shirt/blouse, pants, dress, 2 piece)

## 1.4 Sports and Health

Are you doing sports or fitness on a regular base?

## 1.5 Motivation

Sure, you need to make money to pay bills at the end of the month. That is understood. What is your motivation beyond that?

# 2 Your Company

Are you applying as a company, seeking B2B cooperation or do you have a business license?

- What is the name and address of your company?
- Company web site?
- Your position within the company?
- What is your core business?
- What kind of service are you offering?
- What kind of product are you offering?

# 3 Engineering

## 3.1 Software Engineering

Do you have an education or significant professional experience in software engineering?

### 3.1.1 Programmer

Have you worked as a programmer with companies before?

- Name of the company?
- Web address of company?
- For how long did you work there?
- In what department did you work?

#### 3.1.1.1 *Software projects you worked on*

For all software project you had a significant contribution, please answer following questions:

- What product did you work on? Web address of this product? Add a picture of the product if you have one.
- What was the project all about? Firmware, Desktop, Web
- Has that project/product existed before you joined the team? Have you been with the team that started the project?
  
- Describe, what exactly the part of the project was, that you worked on?
- Have you designed any part of that software?
- Have you done any project lead?
- What programming language and environment was used?

### 3.1.2 Software Testing

- Have you worked as a software tester?
- What testing soft- and hardware was used?
- Were those pure software tests or in combination with mechanics, electro-mechanics, optics, or the like?

### 3.1.3 Software Architect, -designer

- Have you designed software?
- What is this software doing?

### 3.1.4 Development and Operations (Dev Ops)

- Have you worked with Docker?
- What software control software have you used? Git, ...

### 3.1.5 Project Leader for Software Development

- Have you worked as a software project leader?
- Have you been actively involved in the programming efforts or just team leading?

## 3.2 Electronics Engineering

Do you have an education or significant professional experience in electronics?

Please describe significant electronics projects you have participated in:

- What part of the work project have you been doing?
- Have you designed circuits yourself?
  - Analog design
  - HF design
  - High voltage or high current design
  - Digital design
- What Electronics CAD software have you been using?
- Have you designed PCBs?
- Have you been working with PCB manufacturers personally?
- Have you assembled PCBs yourself?
- Do you know how to work with a soldering iron?
- Have you asked someone to assemble the PCBs?
  - Have you negotiated that yourself?
- Have you been testing PCBs?
- Have you done revisions of PCB boards?

## 3.3 Optical Engineering

Do you have an education or significant professional experience with optics?

- Do you know how to design optical systems?
- What software have you been using for that?
- Have you tested optical systems for functionality and performance?

### 3.4 Mechanical Engineering

Do you have an education or significant professional experience with mechanical engineering?

- ➔ Do you know how to work with a mechanical CAD?
  - How many years have you been doing this?
  - What CAD software have you been working with?
- ➔ Have you ordered mechanical parts yourself?
- ➔ Do you have experience in assembling mechanical devices?
- ➔ Do you have experience in testing electro-mechanical machines?

### 3.5 Technical Project Management

Do you have an education or significant professional experience with technical project management?

- ➔ Describe the type of projects you were leading?
- ➔ Have you been direct financial responsibility for the project?
  - With your own account?

## 4 Information Technology (IT)

Do you have an education or significant professional experience with IT?

- ➔ Which hardware/operating systems have you been working with? MAC, Windows, ARM, ...
- ➔ What software have you been working with?
- ➔ What bigger projects have you realized?

## 5 Graphics Design

Do you have an education or significant professional experience with graphics design?

- ➔ What pixel graphics software have you been working with? Adobe Photoshop, ...
- ➔ What vector graphics software have you been working with? Adobe Illustrator, ...
- ➔ Have you designed icons, vector graphics, buttons, et al. for software projects?
- ➔ Have you designed images and icons for web sites?
- ➔ Have you designed graphics for corporate identity?

Describe and illustrate your best work or add your portfolio to as a separate document to your application.

## 6 Manufacturing

Do you have an education or significant professional experience with manufacturing?

### 6.1 Assembly of Machines

Do you have significant professional experience with assembling complex machines?



What parts have you worked with:

- ➔ Electronics
- ➔ Mechanics
- ➔ Electro-mechanics like electric motors, relays, ...
- ➔ Wiring Cabinets
- ➔ Vacuum components
- ➔ Cameras
- ➔ Sensors
- ➔ ...

Do you have pictures or web links of equipment that you have assembled? Throw them in.

## 6.2 Production Testing

Have you tested the components that you assembled?

Call out some examples.

## 6.3 Material Purchasing

Do you have an education or significant professional experience with material purchasing?

# 7 Testing, Installation and Factory Acceptance Tests (FAT)

This chapter may overlap some with marketing/applications. Answer questions only once.

## 7.1 Factory Acceptance Tests (FAT)

Have you run factory acceptance tests (FAT)? Describe the equipment

### 7.1.1 Machine installation at customer site

Have you installed machines at customer sites? What kind of machines?

### 7.1.2 Experience with User Acceptance Tests (UAT)

Have you run acceptance tests at customer sites and filled out sign off forms to have the customer accept the equipment in order to release remaining funds?

## 7.2 Technical Support

Do you have an education or significant professional experience with supporting complex machinery?

- ➔ What kind of machinery have you been supporting?
  - Do you have pictures or web links to that equipment?
- ➔ What kind of support have you provided?

# 8 Marketing

Do you have an education or significant professional experience with marketing?

## 8.1 Applications

Have you worked in applications?

- ➔ What equipment have you worked with?
  - Photos, web links of the equipment
- ➔ Have you worked with potential customers?
- ➔ Have you compiled reports to prospect customers?

## 8.2 Product Marketing

Do you have an education or significant professional experience with product marketing?

- ➔ What position have you worked in?
- ➔ Describe what actually you have been doing?
- ➔ Have you had financial responsibilities?

## 8.3 Marketing Communications (MarCom)

Do you have an education or significant professional experience with marketing communications?

- ➔ Describe the work you did?

## 9 Finances

Do you have an education or significant professional experience with finances?

- ➔ What position have you had? What responsibilities?
- ➔ Do you have experience with trade of goods?

## 10 Legal

Do you have an education or significant professional experience with legal?

### 10.1 Labor Law

Do you have an education or significant professional experience with labor law? Of what country?

### 10.2 Trade Law

Do you have an education or significant professional experience with trade law?

- ➔ What country?
- ➔ International trade?

## 11 Administrative

### 11.1 Phone

Have you been picking up the phone of your company?

### 11.2 Accounting

Do you have an education or significant professional experience with accounting?

- ➔ Have you worked as an accountant in a company?
- ➔ Have you experience in accounting for salaries?

### 11.3 Dealing with the State

Have you dealt with the government representing your company?

Doing what?