



Employment Application

Personal Information

Date of Application _____ Birth Month & Day _____

Last Name _____ First Name _____ Middle Name _____

Home Phone _____ Work Phone _____ Other Phone _____

Street Address _____ City/State/Zip _____

E-mail Address _____ Desired Salary/Hourly Rate: _____

Valid License? Yes No If no, please explain (Attach 2nd sheet if needed.) _____

Are you legally authorized to work in the U.S.? Yes No _____

Have you ever been convicted of a felony or entered a nolo contedre plea? Yes No _____

If yes, please explain (Attach 2nd sheet if needed.) _____

A conviction or plea record will not necessarily disqualify an applicant from employment

How did you hear of us? _____

Education

Name of School _____ City/State _____ Major Course of Study/Degree _____

Work History

From To Employer City/State Position Salary Supervisor Phone Reason for Leaving

Personal References

Name _____ Occupation _____ Address _____ Phone Number _____ Years Known _____

Expertise: Please describe your areas of expertise and experience that would qualify you for a position with _____

Professional Certifications: What professional certifications do you hold?

Professional Memberships: List any professional associations in which you participate and title and date of offices held.

Computer Skills: In what computer systems are you proficient?

Please read and sign

I understand that this application will be considered current for a period of six (6) months after it is filed. If I wish to be considered for employment after that period, I must submit a new written application in person. Please read and initial each statement.

- I hereby authorize Bazella Group to check my references of past employment and personal history, without limitation, including my criminal history, my driving record, and my credit references (as these items are necessary for a prospective customer engagement), and I agree to relieve Bazella Group of any liability which might result from requesting or obtaining information from others. I understand that Bazella Group may make inquiries about me, and may obtain an investigative consumer report concerning my character, general reputation, and general mode of living. I understand that if such an investigative consumer report is obtained by Bazella Group information concerning its nature and scope will be provided to me upon my written request, in compliance with the Fair Credit Reporting Act. _____ Initials
- I agree to abide by the company's Drug and Alcohol Policy. Whenever directed by that Policy, including any time that I am involved in an accident and/or injured while performing my job for Bazella Group, I will submit to a drug and alcohol test. I give my consent for the release of test results to Bazella Group, its agents, and representatives for their use in investigating my compliance with the company Drug and Alcohol Policy. I also give my consent to Bazella Group to inform clients as to whether I am in compliance with the clients' drug and alcohol policies. A positive drug or alcohol test, or the refusal to submit to such a test, may result in disciplinary action against me, including termination of my employment. _____ Initials
- I understand that Bazella Group prohibits harassment of any kind. As an employee of Bazella Group, I can report any instance of harassment to my manager or to the Bazella Group. _____ Initials
- I understand that if I am injured on the job, it is my responsibility to notify Bazella Group the very same day such injury occurs. If I do not notify Bazella Group of an on-the-job injury the same day it occurs, Bazella Group can assume that I was not injured on the job. If I test positive for drugs or alcohol after being injured on the job, this can result in the denial of worker's compensation benefits. _____ Initials
- I understand that Bazella Group is committed to the philosophies of Equal Employment Opportunity, and does not discriminate on the basis of race, color, religion, national origin, age, sex, citizenship, disability, disabled veteran status, genetic information or Vietnam-Era veteran status. _____ Initials
- In compliance with the Americans With Disabilities Act, Bazella Group will provide reasonable accommodations to qualified individuals with disabilities, and applicants and employees with disabilities. I understand that I may make requests in writing for such accommodations at any point in the hiring process and at any time during my employment with Bazella Group. _____ Initials
- I certify that the information contained in this application is accurate and complete. I understand that any misrepresentations (false information) or omissions (failure to provide information) by me in this application will be sufficient cause for the cancellation of my application for employment, or termination of my employment if I become employed by Bazella Group. _____ Initials
- I understand that my employment relationship with Bazella Group is voluntary and at-will, and that I have the right to terminate my employment at any time. Similarly, Bazella Group also has the right terminate my employment at any time. _____ Initials

Applicant Signature _____

Date _____