



Application for Employment

(Please print neatly and answer all questions)

Date of Application _____ Social Security Number _____

Last Name _____ First Name _____ Middle Initial _____

Address _____ Bldg/Apt. _____

City _____ State _____ Zip _____

Phone (____) _____ This number is: my home phone a message phone

Alternate Phone _____ pager or cellular a message phone

Emergency Contact _____ Phone _____

How did you hear about Global Staffing? Newspaper Ad Job Poster Referral Other

If referred, by whom (provide name of agency, school, friend, or Global Staffing Service employee): _____

What friends or relatives of yours work at Global Staffing Service? _____

Have you worked as a temporary before? Yes No, If yes, where? _____

Do you have a valid driver's license? Yes No If yes, license number _____ State _____

Do you have your own reliable vehicle for travel to and from work? Yes No Are you bilingual? Yes No

Are you at least 18 years of age? Yes No Will a drug test requirement deter you from a job? Yes No

Have you ever been convicted of a felony? Yes No (Note: a felony conviction may not disqualify you for work)

Work Preferences:

Days available: Mon. Tue. Wed. Thr. Fri. Sat. Sun.

Shift available: Day Evening Night Shifts preferred: Day Evening Night

Type of work you prefer _____ Full-time Part-time Occasional

Wage desired: _____/hour Minimum acceptable: \$ _____/hour

How long do you expect to work for Global Staffing? less than 60 days 3—6 months 6— 12 months over one (1) year

Employment History:

Last employer _____
Supervisor _____
Position held _____
Basic duties _____

Company location _____
Telephone () _____
Employed from _____ to _____
Reason left _____

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Supervisor _____
Position held _____
Basic duties _____

Company location _____
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Telephone () _____
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Reason left _____

Other Work Experience:

- | | | |
|--|---|---|
| <input type="checkbox"/> Assembly Work | <input type="checkbox"/> Machine Operator | <input type="checkbox"/> Shipping/Receiving |
| <input type="checkbox"/> Construction/General | <input type="checkbox"/> Construction/Skilled Trade | <input type="checkbox"/> Welding/Metal Work |
| <input type="checkbox"/> Building Maintenance/Janitorial | <input type="checkbox"/> Landscape Work | <input type="checkbox"/> Furniture Moving |
| <input type="checkbox"/> Food Service/preparation | <input type="checkbox"/> Wait Person/Banquet Server | <input type="checkbox"/> Cashier |
| <input type="checkbox"/> Housekeeping | <input type="checkbox"/> Order Picking | <input type="checkbox"/> Truck or Van Driving |
| <input type="checkbox"/> General Warehouse | <input type="checkbox"/> Other | <input type="checkbox"/> Other |

List any industrial or manufacturing machinery or equipment you have experience operating or repairing:

Have you ever operated a forklift? Yes No, If yes, type? _____ Certified Yes No

Do you have a Commercial Drivers License? Yes No, If yes, what class (A, B, etc.)? _____

Do you have computer operating experience? Yes No, If yes, do you have 10-finger typing skills? Yes No

Have you ever held a position where you supervised other employees? Yes No

Education, Training and Other:

What was the highest grade you completed in school? _____ Do you have a H.S. diploma or GED? Yes No List any special, technical or job-related training completed, including any return to work or work readiness classes:

Do you hold any work-related certifications? Yes No, If yes, what?

Certification and Acknowledgements:

Certification of Information — I am applying for employment with Global Staffing and, by signing below, declare that the information I have provided in the application process is complete and true to the best of my knowledge. I understand and agree that any false information, omission or misrepresentation discovered before or after a job offer may result in rejection of my application or discharge at any time during my employment.

Application and Equal Opportunity — Global Staffing is an Equal Employment Opportunity company. All qualified applicants will receive consideration Without regard to gender marital status race color age creed religion national origin veteran status or disability I understand that this form is for use in evaluating my qualifications for employment; it is not an offer or a promise of employment. A background investigation and additional testing of job related skills and attitudes may be required before any determination of my suitability for employment is made.

Verification and Background Investigation — I understand and agree that Global Staffing may make or arrange for investigative inquiries in order to determine my suitability for employment or retention, and to verify my education, criminal and driving records, past or pending civil actions, credit and workers compensation history, as allowed by law. I hereby authorize Global Staffing and/or its agents, including third party investigators and consumer reporting bureaus, to make such inquiries of various public and private agencies or sources, and to request such information and appraisals of my character, job performance and work habits. I acknowledge that a facsimile or copy of this release shall be as valid as the original.

Release of Information I hereby authorize all former employers, companies, state, federal and other agencies, courts and law enforcement authorities to release any information concerning my background. I also authorize Global Staffing to disclose information on my background and work history (and to provide copies of this Application and any background or reference reports) to representatives of client companies where I may be considered for employment I hereby release Global Staffing and its agents, and any persons, employers, companies and law enforcement authorities who verify or provide information on my background from any liability for any damage whatsoever for disclosing or issuing such information.

Drug Use and Testing — I understand that Global Staffing prohibits use of illegal drugs. I am willing to provide a urine or blood specimen for drug testing prior to and/or during my employment if there is reason to suspect drug use or as a Condition of consideration for certain client assignments. I understand that Global Staffing policy requires a drug test whenever there is an on-job accident or injury. I hereby authorize and consent to such a drug test and acknowledge my understanding that a positive drug test or refusal to submit to a required drug test will result in my dismissal. I hereby release Global Staffing and its clients from any and all claims arising from the test and from any action taken as a result of drug testing.

I am voluntarily signing below to acknowledge that I have read and fully understand the Certification and Acknowledgments above. I have had opportunity to ask questions before signing, and all explanations have been in language I understand.

Signature _____ Date _____