

APPLICATION FOR EMPLOYMENT



EMPLOYMENT WITH THIS COMPANY IS "AT-WILL." THIS MEANS THAT THERE IS NO GUARANTEED DURATION OF EMPLOYMENT AND EITHER THE COMPANY OR THE EMPLOYEE MAY TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT PRIOR NOTICE.

PLEASE PRINT

Position applied for _____

Date of application ____/____/____

Name: _____

Address: _____

Telephone: (____) _____ Mobile: (____) _____ Social Security # _____

Email Address: _____

Are you at least 18 years of age?..... Yes No

Have you ever been employed with this Company before?..... Yes No

Do you have any relatives who are employed by the Company?
If so, who? _____

Are you legally eligible for employment in this country?..... Yes No

Out of concern for safety and effective communication with customers and coworkers, we require our employees to be fluent in English. Are you fluent in English?..... Yes No

Date available for work..... ____/____/____

Type of employment desired Full-Time Part-Time

Are you able to meet the attendance requirements of the position? Yes No

Have you been convicted of, or pleaded guilty to, a misdemeanor or felony in the last seven (7) years? Yes No
If yes, please explain _____

A CONVICTION OR GUILTY PLEA WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. EACH INSTANCE AND EXPLANATION WILL BE IN RELATION TO THE POSITION FOR WHICH YOU ARE APPLYING.

Valid driver's license number _____

Salary or wages desired \$ _____

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Employment History

From	To	Employer	Telephone
Job Title		Address	
Immediate Supervisor & Title		Summarize the nature of work performed & Job Responsibilities	
Reason for Leaving		Hourly Rate/Salary	
		Start \$	Per Final \$ Per

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		Start \$	Per
		Final \$	Per

Skills & Qualifications

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying. _____

Educational Background

Name & Location	Years Completed	Did you graduate?	Course of Study
High School			
College			
Other			

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Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____

Type of Discharge: _____

If other than Honorable, explain: _____

References

Name	Telephone	Years Known

IMPORTANT JOB RELATED INFORMATION. PLEASE READ

I UNDERSTAND THAT IF I AM EMPLOYED, ANY MISREPRESENTATION OR MATERIAL OMISSION MADE BY ME ON THIS APPLICATION MAY RESULT IN CANCELLATION OF THIS APPLICATION OR IMMEDIATE DISCHARGE FROM THE COMPANY, WHENEVER IT IS DISCOVERED.

I GIVE PARKS HETING & COOLING THE RIGHT TO CONTACT AND OBTAIN INFORMATION FROM ALL REFERENCES EMPLOYERS, EDUCATIONAL INSTITUTIONS AND TO OTHERWISE VERIFY THE ACCURACY OF THE INFORMATION CONTAINED IN THIS APPLICATION. I ALSO GIVE PARKS HEATING & COOLING CONSENT TO DO BACKGROUND SEARCHES ABOUT ME (INCLUDING WITHOUT LIMITATION, A CRIMINAL BACKGROUND SEARCH, A DRIVING RECORD SEARCH AND IF NECESSARY TO MY JOB, A CREDIT SEARCH). I HEREBY RELEASE FROM LIABILITY PARKS HEATING & COOLING AND ITS REPRESENTATIVES FOR SEEKING, GATHERING AND USING SUCH INFORMATION FOR EMPLOYMEN-RELATED PURPOSES AND ALL OTHER PERSONS, CORPORATIONS OR ORGANIZATIONS FOR FURNISHING SUCH INFORMATION.

EMPLOYMENT WITH PARKS HEATING AND COOLING IS CONTINGENT UPON SUCCESSFULLY PASSING A DRUG TEST. I UNDERSTAND THAT FAILURE TO PASS SUCH TEST, FAILURE TO TAKE SUCH TEST, AND/OR INTERFERENCE WITH SUCH TEST WILL RESULT IN DISQUALIFICATION FROM EMPLOYMENT. I HEREBY RELEASE FROM LIABILITY PARKS HEATING & COOLING AND ITS REPRESENTATIVES IN RELATION TO CONDUCTING SUCH DRUG TESTINGFOR EMPLOYMENT-RELATED PURPOSES AND ALL OTHER PERSONS, CORPORATIONS OR ORGANIZATIONS INVOLVED IN FURNISHING THE TEST RESULTS OR CONDUCTING THE TESTING.

PARKS HEATIN AND COOLING DOES NOT UNLAWFULLY DISCRIMINATE IN EMPLOYMENT AND NO QUESTION ON THIS APPLICATION IS USED FOR THE PURPOSE OF LIMITING OR EXCUSING ANY APPLICANT FROM CONSIDERATION FOR EMPLOYMENT ON A BASIS PROHIBITED BY LOCAL, STATE OR FEDERAL LAW.

THIS APPLICATION IS CURRENT FOR ONLY 60 DAYS. AT THE CONCLUSION OF THIS TIME, IF I HAVE NOT HEARD FROM PARKS HEATING & COOLING AND STILL WISH TO BE CONSIDERED FOR EMPLOYMENT, IT WILL BE NECESSARY TO FILL OUT A NEW APPLICATION.

IF I AM HIRED, I UNDERSTAND THAT I AM FREE TO RESIGN AT ANY TIME, WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, AND PARKS HEATING & COOLING RESERVES THE SAME RIGHT TO TERMINATE MY EMPLOYMENT AT ANY TIME, WITH OR WITHOUT CAUSE AND WITHOUT PRIOR NOTICE, EXCEPT AS MAY BE REQUIRED BY LAW. THIS APPLICATION DOES NOT CONSTITUTE AN AGREEMENT OR CONTRACT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OR DEFINITE DURATION. I UNDERSTAND THAT NO REPRESENTATION BY ANY EMPLOYEE OF PARKS HEATING & COOLING OTHER THAN AN AUTHORIZED OFFICER, HAS THE AUTHORITY TO MAKE ASSURANCES TO THE CONTRARY. I FURTHER UNDERSTAND THAT ANY SUCH ASSURANCES MUST BE IN WRITING AND SIGNED BY AN AUTHORIZED OFFICER.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions.

Signature of Applicant: _____ Date ____/____/____

(Required)

Total Screening Solutions, LLC

All the answers at your fingertips

4730 - Park Road, Suite C / Charlotte, NC 28209

Tel: 704.561.0081 / Fax: 704.561.0801

PERSONAL INFORMATION RELEASE FORM

Company Name / Branch

Last Name

First Name

Middle Name

Maiden Name / Other Names / Alias

Date Of Birth

Social Security Number

Drivers License Number & State

Current Street Address

City

State

Zip Code

PLEASE LIST ANY ADDITIONAL ADDRESSES IN THE LAST 7 YEARS (MOST CURRENT FIRST).

Street Address

City

State

Zip Code

Street Address

City

State

Zip Code

I, _____, (hereinafter "Applicant") hereby authorize Total Screening Solution, LLC (hereinafter the "Company"), all Company agencies, partners or employees to secure any and all personal information from any source of record that the Company deems necessary in order to perform a background check/credit check/drug test (hereinafter "Background Check"). Applicant understands and acknowledges the Company has been retained by a potential employer (hereinafter "Client") to provide the Background Check. Upon execution of this document (hereinafter "Application"), Applicant agrees that he/she has read, understands and agrees to the following terms:

Applicant attests to the Background Check and certifies the information provided to the Company is true to the best of Applicant's knowledge and belief. Applicant understands that all information furnished to the Company may be verified by the Company or its authorized representatives. Applicant authorizes all individuals and organizations named or referred to in the Application and any law enforcement organization to give the Company all information relative to such verification.

Applicant acknowledges having been informed by the Company that the Company may seek to obtain a consumer report and/or investigative report that will include personal information regarding Applicant, including but not limited to educational history, work references, driving records, financial records including credit reports and criminal convictions or arrest records in order to assist the Company in completing a thorough background investigation. Applicant further acknowledges that reports may be provided to the Company by other firms subcontracted for that purpose.

Applicant understands that the Client requiring this check will automatically have access to the Background Check report once it is finalized. Applicant understands that the Company cannot be responsible for the record keeping of third parties such as but not limited to the Division of Motor Vehicles, county state and federal courts, state repositories, state and regional prisons, local police organizations and other local state and federal organizations.

Applicant / Employee / Candidate Signature

Date