

APPLICATION FOR EMPLOYMENT

Please complete all sections thoroughly otherwise your application will not be considered complete.
A resume may be attached but may not substitute for completion of the application.

Full Legal Name: _____ Today's Date: _____
(First) (Middle) Last

Present Address: _____
Street City State Zip

Home Phone #: _____ Cell Phone #: _____ Email Address: _____

Social Security #: _____ Have you ever worked for this company before? No Yes - If yes, when? _____
From To

Do you have any relatives, spouses, significant others (boy or girlfriends) working for us? No Yes - If yes, who? _____

Emergency Contact Name _____ Emergency Contact Phone #: _____

How did you hear of us? Walk-In Newspaper Sign Web Ad TV/Radio Agency/School Referral: Name: _____

What do you think are the most important factors in working for this company? _____

EMPLOYMENT DESIRED: _____ DAYS & HOURS AVAILABLE TO WORK: _____

Position: _____ Available ANY hours & days, this includes weekends, nights, holidays, etc.

Salary requirements: _____ Restricted on availability. Available hours and days below. Mark "X" if not.
This is only a request and not a guarantee of hours to be worked per week.

Date you can start: _____

Total Hours Available Per Week: _____

Request: Full-Time (40+ hrs / wk) Part-Time (< 29 hrs / wk)
 Temp/Seasonal (hours vary)

Age: Under 16 16 or 17 Over 18

Are you legally authorized to be employed in the U.S.? Yes No Are you able to travel if required? No Yes _____% Acceptable

Are any special accommodations needed to perform the essential functions of the job for which you have applied? No Yes, attach notes

EDUCATION	Name and Location	Course of Study	Completed (Circle)	Graduate?	Diploma/Cert. or Degree
High School		General	9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No	General or GED
College			Fr Sph Jr Sr	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other (Trade, etc.)				<input type="checkbox"/> Yes <input type="checkbox"/> No	

SPECIAL EMPLOYMENT SKILLS & ABILITIES:

Computer programs (Word, Excel, etc) you are proficient in _____

List any additional skills, certifications, licenses, training related to the position applied for: _____

List any additional languages you are proficient at speaking and writing: _____

REQUIRED LEGAL INFORMATION

Have you ever been convicted, fined, sentenced, and/or pleaded nolo contendere (no contest) to a criminal charge (felony or misdemeanor other than minor traffic violations)? No Yes***

Have you ever been a defendant in a civil action for an intentional tort (sued because you assaulted, attacked, injured, defamed and/or hurt somebody)? No Yes***

Have you ever caused injury or harm to another person on any occasion other than those described above? No Yes***

*** If yes to any of the above attach on a separate paper the following for each item: a) dates, b) nature and facts of problem, c) city and state of location of the issue, d) outcome including any penalties, convictions, pleas fines and/or sentences, and explain them. A conviction will not necessarily disqualify you from employment. Factors such as the seriousness and nature of the offense, age at time of the conduct, and rehabilitation will also be taken into account

FORMER EMPLOYERS: List last three employers (if less than 7 years of history request add-on application sheet) starting with your most recent employer.

May we contact your former employers? Yes No if no, Explain _____

Employer No. 1 (present or most recent)		Address			Phone Number	
Employed (Month & Year) From To		Rate of Pay Start Final		Avg./Hrs./Wk	Supervisor & Svpr. Title	
Your Job Title		Describe Your Duties/Responsibilities				
Reason For Leaving		MGMNT REFERENCE CHECK Spoke with: Mgr Initials:			Date	

Employer No. 2		Address			Phone Number	
Employed (Month & Year) From To		Rate of Pay Start Final		Supervisor & Title		Avg./Hrs./Wk
Your Job Title		Describe Your Duties				
Reason For Leaving		MGMNT REFERENCE CHECK Spoke with: Mgr Initials:			Date	

Employer No. 3		Address			Phone Number	
Employed (Month & Year) From To		Rate of Pay Start Final		Supervisor & Title		Avg./Hrs./Wk
Your Job Title		Describe Your Duties				
Reason For Leaving		MGMNT REFERENCE CHECK Spoke with: Mgr Initials:			Date	

Initial Below EMPLOYMENT CONDITIONS, PLEASE READ BEFORE INITIALING & SIGNING

_____ - I hereby certify that the information provided on this application is true, complete and accurate. I agree that the Company may investigate all of the statements made on this application and that any false statements, misrepresentation or omission will be considered sufficient cause for this company to deny or terminate my employment upon discovery. I understand that this app. will remain active for only 30 days.

_____ - I understand that the Company may review references, credit files, and criminal records as part of the employment process. I hereby authorize all individuals and organizations named or referred to on this application to answer all questions that may be asked and give all information that may be sought in connection with this application. This may include, but is not limited to work history, criminal records, licensure, certification, education and driving record. I also certify that any individual or organization furnishing information concerning me shall not be held accountable for giving this information. I hereby release said individuals and organizations from any and all liability that may be incurred as a result of furnishing such information.

_____ - I understand that employment with this company is 'at will' and therefore for an indefinite period of time. If employed, I may terminate my employment at any time and this company may terminate or modify the employment relationship at any time, with or without motive or cause. I understand that no employee, manager, or other agent of the Company has the authority to enter into any agreement for employment for any specified period of time unless such an agreement is in writing and signed by Managing Partner of this company. I further understand that in the absence of such an agreement, employment can be terminated at the sole discretion of the company or employee at any time.

_____ - I understand that I am not guaranteed a specific shift, schedule or work assignment to work overtime. If employed by this company, I will abide by its rules, regulations, policies and procedures.

_____ - I am hereby advised that if I am injured on the job, regardless of how minor the injury may seem, I am to report that injury immediately to my supervisor. If I need medical attention, I agree to contact a manager before receiving medical assistance, follow worker's comp. insurance instructions and use a managed care facility - failure to do so may result in loss of benefits. I am hereby advised that the company to better ensure the safety of all employees and control the cost of worker's compensation coverage that, should I have an accident, I will have to submit to a drug test within 24 hours and I acknowledge that failure to test or a positive drug test may also result in may discharge from the company and possible loss of benefits.

_____ - Finally, I freely and voluntarily agree (if my company requires it) to undergo drug testing as part of the application process, for reasonable suspicion, or at any time during my employment with this company. I understand that either refusal to submit to the test or failure of the test per this company's policy will disqualify me from consideration and/or continuation of employment.

Signature of Applicant: _____ Date: _____

This company is an Equal Opportunity Employer and does not discriminate on the basis of race, color, age, sex, religion, national origin, disability, marital status or any other characteristic protected by law.

Consumer or Motor Vehicle Report Permission

DATE: _____

Name of Job Applicant/Employee

Street Address

City, State, Zip Code

Drivers License Number

State

Date of Birth

American Plumbing Contractors, Inc.
5720 Arlington Road
Jacksonville, FL 32211

American Plumbing Contractors, Inc.:

Consumer reports may be obtained as part of American Plumbing Contractors, Inc.'s evaluation of my job application/employment. The reports may be procured by JP Perry Insurance Inc, and may include my driving record, an assessment of my insurability under the Company's insurance coverages or other consumer reports. By signing this disclosure, I hereby authorize the Company to procure such reports and additional reports about me from time to time, as it deems appropriate, to evaluate my insurability or for other permissible purposes.

SIGNED:

Job Applicant / Employee

Please FAX completed form to J. P. Perry Insurance at (904) 268-2801.



DISCLOSURE AND AUTHORIZATION FOR CONSUMER AND/OR INVESTIGATIVE REPORT

[IMPORTANT - PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION]

Company Name: Guidant HR

Above listed Company (hereinafter "Company") may, with your written consent, obtain information about you from a consumer reporting agency for employment purposes. This means that a "consumer report" and/or an "investigative consumer report" may be requested which may include information about your character, general reputation, personal characteristics and mode of living, whichever are applicable. The report may also contain information about you relating to criminal history, credit history, motor vehicle records such as driving records, social security verification, workers' compensation claims (post job offer or conditional job offer), verification of your education or employment history or other background checks. This may involve personal interviews with sources such as your neighbors, friends or associates. These reports may be obtained at any time after receipt of your authorization, and if you are hired, throughout your employment. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report to National Crime Search, Inc., 3452 E. Joyce Blvd., Fayetteville, AR 72703 – 888-527-3282. For information about National Crime Search, Inc's privacy practices see www.dominionpayroll.nationalcrimesearch.com. The scope of this notice and authorization is not limited to the present and, if you are hired, will continue and allow Company to conduct future screening for retention, promotion or reassignment (unless revoked by you in writing). Company also reserves the right to share background investigation results with any third-party companies for whom you will be placed to work with as a representative of Company. Your information will only be used and/or disclosed as permitted by law and as required for creation of any report(s).

ACKNOWLEDGMENT AND AUTHORIZATION

I hereby authorize National Crime Search, Inc. to obtain a consumer report and/or investigative consumer report on me, as applicable. I have read and understand the above statement and hereby give my express permission to complete this investigation. I acknowledge that Company has provided me with a copy of *A Summary of Your Rights Under the Fair Credit Reporting Act*.

_____ Signature		_____ Today's Date	
_____ Full Legal Name (please print)		_____ Other or Former Names (please print)	
_____ Address	_____ City/State	_____ County	_____ Zip
_____ Date of Birth	_____ SSN	_____ Driver's License #	_____ State issued

New York applicants or employees only

You have the right to inspect and receive a copy of any investigative consumer report requested by the Company by contacting National Crime Search, Inc. directly. You also acknowledge receipt of a copy of Article 23-A of the New York Correction Law by signing above.

CA, MN, OK applicants or employees only

I understand that if the above named Company requests a copy of my consumer report for employment purposes, I have the right under California, Minnesota and Oklahoma law to receive a copy of that consumer report from the Company free of charge. I understand that by checking "yes" below, a copy will be provided to me at the address I provide above.

I would like to receive a copy of my consumer report (background check) (CA, MN, OK only) Yes No

Your Background Screening Partner

NCS | 3452 E Joyce Blvd | Fayetteville, AR 72703 | 479-695-2111 | www.dominionpayroll.nationalcrimesearch.com | support@checkncs.com

Para informacion en espanol, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.
- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer

reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the Bureau:</p>	<p>a. Bureau of Consumer Financial Protection 1700 G Street NW Washington, DC 20006</p> <p>b. Federal Trade Commission: Consumer Response Center --FCRA Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and insured state branches of foreign banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Department of Transportation 400 Seventh Street SW Washington, DC 20590</p>
<p>4. Creditors Subject to Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 1925 K Street NW Washington, DC 20423</p>
<p>5. Creditors Subject to Packers and Stockyards Act</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 406 Third Street, SW, 8th Floor Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F St NE Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357</p>