

EMPLOYMENT APPLICATION

NOVA Painting Company is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race creed, national origin, religion, marital status, sexual orientation, political belief or disability.

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity within three (3) days of being hired. Failure to submit such proof within the require time shall result in immediate employment termination.

Personal Data

Today's Date: _____

 First Name Middle Name Last Name

 Address City State Zip

 Home Telephone Number Alternate Telephone Number Social Security Number

Do you have a valid driver's license? Yes _____ No _____ License #: _____ State: _____

Have you ever been convicted of a crime? Yes _____ No _____

If "yes", please explain: _____

Have you previously applied for employment with NOVA Painting Company? Yes _____ No _____

Position you are currently applying for: _____ Hourly wage you are seeking: _____

How were you referred to NOVA Painting Company? _____

Education

High School _____ Graduated? _____ Date: _____

Technical School _____ Graduated? _____ Date: _____

College _____ Graduated? _____ Date: _____

Previous Employment

List your current or most recent employment first. Include work related internships, military and volunteer work.

Current Employer: _____

Address _____

City, State & Zip _____

Telephone # _____

Supervisor's Name & Title _____

Your Position Title _____

Reason for leaving: _____

Salary: _____ per: Hour Week Month Year (circle one)

Dates of Employment: From: _____ to _____

May we contact your employer? Yes No

Previous Employer: _____

Address _____

City, State & Zip _____

Telephone # _____

Supervisor's Name & Title _____

Your Position Title _____

Reason for leaving: _____

Salary: _____ per: Hour Week Month Year (circle one)

Dates of Employment: From: _____ to _____

May we contact your employer? Yes No

Previous Employer: _____

Address _____

City, State & Zip _____

Telephone # _____

Supervisor's Name & Title _____

Your Position Title _____

Reason for leaving: _____

Salary: _____ per: Hour Week Month Year (circle one)

Dates of Employment: From: _____ to _____

May we contact your employer? Yes No

Professional References

Name & Title _____

Company _____

Phone _____ Relationship _____ # years known _____

Name & Title _____

Company _____

Phone _____ Relationship _____ # years known _____

Name & Title _____

Company _____

Phone _____ Relationship _____ # years known _____

Name & Title _____

Company _____

Phone _____ Relationship _____ # years known _____

Releases and Applicant's Signature

In connection with my application for employment and as a condition of continuing employment, I understand that investigative background inquiries may be made on me including previous employers, schools, consumer credit,

criminal convictions, motor vehicle and other reports. These reports will include information as to my character, work habits, performance, education, compensation and experience along with reasons for termination of employment from previous employers. Furthermore, I understand that the company may be requesting information from various federal, state and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences as well as claims involving me in the files of insurance companies. I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. I hereby consent to obtaining the above information from NOVA Painting Company and/or any of their agents. This authorization and consent shall be valid in original, fax, or copy form. All applications will be kept on file for ninety (90) days.

Initials

All hiring and employment at NOVA Painting Company is at will. I understand this application is not an employment contract, or can it be used to create one. Employment by NOVA Painting Company has no specific term and may be terminated by the employee or NOVA Painting Company with or without notice. I acknowledge that NOVA Painting Company has not made any promises or representations that differ from those contained in this paragraph.

I understand I must provide satisfactory documents to establish my identity and right to work in the United States, if I am offered a position with NOVA Painting Company and that failure to provide this evidence will result in the termination of my employment.

I release and agree to hold harmless any individual, company, business institution or government agency from all liability with regard to furnishing information to NOVA Painting Company. I agree to release and hold harmless NOVA Painting Company from all liability with respect to the receipt of such information.

I certify that the information I have furnished on this application form is true and complete. I understand that if any misrepresentation has been made by me verbally or in writing, any offer of employment made to me may be withdrawn or my subsequent employment with NOVA Painting Company may be terminated.

Applicant's Signature _____ Date _____

www.Pre-employ.com Applicant Notification / Release of Information

The purpose of this form is to notify you that a Consumer Report and/or an Investigative Consumer Report will be conducted on you in the course of consideration for employment or promotion. This report may include information relating to your character, general reputation, personal characteristics, or mode of living, and is being provided by Pre-employ.com, Inc. – PO Box 491570 Redding, CA 96049 – Phone 530-378-7680. I hereby authorized NOVA Painting Company or any agent of NOVA Painting Company to contact any and all corporations, former employers, credit agencies, educational institutions, law enforcement agencies, city, state, county and federal courts and military services to release information about my background including, but not limited to, information about my employment, education, consumer credit history, driving record, criminal record, and general public records history to the person or company with which this form has been filed. This releases the aforesaid parties from any liability and responsibility for collecting the above information. I understand I have the right to obtain a free copy of this consumer report if: (1) Any adverse action/decision is made based on the information in the consumer report, & (2) If the request is made in writing within 60 days of the adverse action. If an Investigative Consumer Report is conducted, I will be notified in writing within three days from request of said report. I believe to the best of my knowledge that all information I have provided is accurate, true and correct and that I fully understand the terms of this release.

Please write clearly in Black Ink only:

Name: Last _____ First _____ Middle _____

List any other name used in the last 7 years _____

Date of Birth: _____/_____/_____ Social Security #: _____

Driver’s License #: _____ State: _____ Phone # (day) (____) _____

Professional License Held _____ State _____ Lic # _____

List your current mailing address as well as any other cities or towns you have lived in the past 7 years:

Street or PO # _____ City _____ State _____ Zip _____

City _____ State _____ Zip _____ Dates _____/_____/_____ to ____/____/_____

City _____ State _____ Zip _____ Dates _____/_____/_____ to ____/____/_____

City _____ State _____ Zip _____ Dates _____/_____/_____ to ____/____/_____

Your Signature: _____ Today’s Date: _____

Print Your Name: _____

******DO NOT WRITE BELOW THIS LINE******

Fast To: (888) 999 –3839 To be filled out by company requesting information:

Company Name: NOVA Painting Company PO/Location #: _____

_____ Please start our standard background check (ignore boxes below)

Or select from the following: _____ Criminal History _____ Civil History _____ Credit Report _____ SS Verification

_____ Driving Report _____ Education Verification _____ Reference Check _____ National Wants & Warrants

_____ Professional License Verification _____ Previous Employer Verification _____ O.I.G. name search

_____ Urine based Drug Test _____ Saliva based Drug Test

While the information contained in the reports proved has been obtained from public records data sources deemed reliable, its accuracy cannot be guaranteed due to potential for error in the actual recording of the record. Since this information is not owned by Pre-employ.com, Inc., and since public records data on any one individual, group of individuals, company or companies can be contained in more than one repository Pre-employ.com, Inc. can only rely on its accuracy from the public records data sources presently available at the time of the search. This information is furnished for your exclusive use and accepted by you without any liability on the part of Pre-employ.com, Inc. its sources, officers, agents or employees. Furthermore, you agree to indemnify Pre-employ.com, Inc., its sources, agents, and employees of any liability for the use of this information and shall agree that the right to obtain and the purpose for this information, for your exclusive use, is fully within the appropriate law or laws which apply to the permissible purpose of retrieving background information o an individuals criminal records history, credit history and/ or workers compensation claim history.