ZEFFERT & ASSOCIATES

APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

		(PLEASE PRIN	$\mathbf{N} 1$			
Position(s) applied for:				Date of Application:		
How did you learn about us?						
Advertisement	Relative	Inquiry				
Employment Agency	Friend	Otner:				
Last Name	First 1	Name	Middle Name			
Complete Address		City	State	Zip Code		
Telephone Number(s) Home No.:	<u> </u>	Cell N	No.:			
Do you have a valid driver's license?	YES NO	State:				
What is the best time to contact you	at home?		AM PM			
If you are under 18 years of age, can	you provide required	d proof of your eligibili	ty to work Y	ES NO		
Have you ever filed an application wi	ith us before		V	ES NO		
, 11			1	ES NO		
If 'yes' give date: _			1	E3 NO		
If 'yes' give date: _	//		1	ES NO		
If 'yes' give date: _	us before		1	ES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _	us before	ork here?	Y			
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o	us before// other than spouse, we			es no		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed?	us before// other than spouse, we		Y	ES NO 'ES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed? May we contact your present employ	us before other than spouse, we were listed?		Y	ES NO 'ES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed? May we contact your present employ Are you prevented from lawfully bec	as before // other than spouse, we gers listed?	this country	Y	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed? May we contact your present employ Are you prevented from lawfully bec	as before // other than spouse, we gers listed?	this country	Y Y Y	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed? May we contact your present employ Are you prevented from lawfully bec because of Visa or Immigration Statu Proof of citizenship or immigration	as before // other than spouse, we gers listed?	this country	Y Y Y	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed? May we contact your present employ Are you prevented from lawfully bec because of Visa or Immigration State Proof of citizenship or immigration Date available for work/_	as before other than spouse, we seem listed?	this country	Y Y Y	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, o Are you currently employed? May we contact your present employ Are you prevented from lawfully bec because of Visa or Immigration State Proof of citizenship or immigration Date available for work/_	as before // other than spouse, we rers listed?	this country	Y Y Y	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with u If 'yes' give date: _ Do any of your friends or relatives, of the arrow of your friends or relatives, of the you currently employed? May we contact your present employed are you prevented from lawfully been because of Visa or Immigration State Proof of citizenship or immigration Date available for work/_	as before // other than spouse, we rers listed?	this country upon employment	Y Y Y	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with the or of the control of	as before //	this country upon employment (please indicate dates	YY	ES NO TES NO TES NO		
If 'yes' give date: _ Have you ever been employed with the or of the control of	as before //	this country upon employment (please indicate dates		ES NO TES NO TES NO TES NO TES NO		

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

EDUCATION

	Name, Phone,			Diploma or
School Type	Address	Years	Did You	Degree Completed
	Of School	Completed	Graduate?	
High			Yes	
School			No	
Undergraduate			Yes	
College			No	
Graduate or			Yes	
Professional			No	
College				
Other or Industry			Yes	
Certifications			No	
(Specify)				

Describe any job training received in the United States military:

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include any job-related military service assignment and volunteer activity. You may exclude organizations that indicate race, color, religion, gender, national origin, disabilities or other protected status.

1. Employer		mployed n/Year) To	Work Performed (note supervisory experience)
Address			
Telephone Number(s) and email address	Hourly Rate/Salary		
1	Start	Final	
Job Title			
Reason for Leaving		l	
Immediate Supervisor			
2. Employer	Date Er (Month From	nployed 1/Year) To	Work performed (note supervisory experience)
Address			
Telephone Number(s)	Hourly R	ate/Salary	
, ,,	Start	Final	
Job Title		1	
Reason for Leaving			
Immediate Supervisor			
3. Employer		mployed n/Year) To	Work Performed (note supervisory experience)
Address			
Telephone Number(s) and email address	Hourly R	ate/Salary	
	Start	Final	
Job Title			
Reason for Leaving			
Immediate Supervisor			
4. Employer	Date Employed (Month/Year) From To		Work Performed (note supervisory experience)
Address	21001		
Telephone Number(s) and email address	Hourly R	ate/Salary	
	Start	Final	
Job title			
Reason for Leaving			
Immediate Supervisor			

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age ancestry, disability or other protected status:

ADDITIONAL INFORMATION

SPECIALIZED S	SKILLS (include	skill level)		
Microsoft Word	`	,		
ntermediate Ad	lvanced Beginne	er Intermediate Advance	ed Beginner	
Microsoft Outloo	<u>k</u>			
Beginner Interm	nediate Advanced	Beginner Intermediat	te Advanced	
luent in Langua	iges: English Sp	oanish French Other_		_
State any a	additional informat	ion you feel may be helpfu	l to us in considering ye	our application
HE REQUIREM	IENTS OF THE JO	R THIS QUESTION UNLES B FOR WHICH YOU ARE	APPLYING.	
THE REQUIREM Are you capable of pare job or occupation	DENTS OF THE JO Derforming in a reasons n for which you have a	able manner, with or without a sapplied? A review of the activities	APPLYING. reasonable accommodation	, the activity involved
THE REQUIREM Are you capable of pare job or occupation	Deerforming in a reason on for which you have a	able manner, with or without a	APPLYING. reasonable accommodation	, the activity involved
THE REQUIREM The you capable of particular properties of the particular p	DENTS OF THE JO Derforming in a reasons n for which you have a	able manner, with or without a sapplied? A review of the activities	APPLYING. reasonable accommodation	, the activity involved
THE REQUIREM THE YOU CAPABLE OF P THE JOB OF OCCUPATION VEH.	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activities	APPLYING. reasonable accommodation	, the activity involved
THE REQUIREM THE YOU CAPABLE OF P THE JOB OF OCCUPATION VEH.	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activitien NO	APPLYING. reasonable accommodation es involved in such a job or	, the activity involved occupation has been
re you capable of put job or occupation ven. EFERENCES Name:	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activitien NO	APPLYING. reasonable accommodation es involved in such a job or	, the activity involved occupation has been
re you capable of page job or occupation ven. EFFERENCES Name: Address Email:	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activitien NO	APPLYING. reasonable accommodation es involved in such a job or	, the activity involved occupation has been
re you capable of page job or occupation iven. EFFERENCES Name: Address Email:	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activities NO Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor	, the activity involved occupation has been
re you capable of page job or occupation ven. EFFERENCES Name: Address Email: Name:	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activities NO Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor	, the activity involved occupation has been
re you capable of page job or occupation ven. EFERENCES Name: Address Email: Name: Address Email:	neerforming in a reasons of for which you have a YES	able manner, with or without a sapplied? A review of the activities NO Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor	yes NO
re you capable of page job or occupation ven. EFFERENCES Name: Address Email: Name: Address Email:	neerforming in a reasons of for which you have a YES	able manner, with or without a applied? A review of the activities NO Phone: Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor Supervisor	yes NO
THE REQUIREM The you capable of proceeding the job or occupation iven. REFERENCES Address Email: Name: Address Email: Name: Address Email: Name:	neerforming in a reasons of for which you have a YES	able manner, with or without a applied? A review of the activities NO Phone: Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor Supervisor	yes NO
THE REQUIREM The you capable of price job or occupation iven. REFERENCES Name: Address Email: Name: Address Email: Name: Address Email: Email: Email:	performing in a reason of the forwhich you have a YES (past supervisors)	Phone: Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor Supervisor Supervisor	yes NO
THE REQUIREM Are you capable of phe job or occupation iven. REFERENCES Name: Address Email: Name: Address Email: Name: Address Email: Name: Email: Email:	performing in a reason of the forwhich you have a YES (past supervisors)	able manner, with or without a applied? A review of the activities NO Phone: Phone:	APPLYING. reasonable accommodation es involved in such a job or Supervisor Supervisor Supervisor	yes NO

4

August 2018

APPLICANT'S STAT	EMENT			
I certify that answers given l	herein are true and	complete.		
I authorize investigation of a arriving at an employment d		ained in this application	n for employment as ma	y be necessary in
This application for employant wishing to be consapplications are being acceptant.	sidered for employ			
I authorize any of the person and all information concerns personal or otherwise, with a all liability for damages that Zeffert to request and receiv check, credit check and/or	ing my previous en regard to any of the may result from fu e such information	nployment, education, or e subjects covered by the emishing such informate. I further understand t	or any other information is application and releasion to Zeffert & Associa	they might have, se all such parties from ttes, Inc. I authorize
I understand resumes, letter cannot be returned. The infe the Missouri Freedom of Inf	ormation I have pro	•	_	- •
I hereby understand and ack relationship with this organi and the employer may disch "at will" employment relation executive of this organization is not a contract of employment, interview(s) may result in di	zation is of an "at varge the Employee onship may not be on specifically acknown. I understand that scharge at any time	will" nature, which means at any time with or with changed by any written owledges such change	ans that the Employee nathout cause. It is further document or by conduction writing. I understand	nay resign at any time cunderstood that this ct unless an authorized that this application
regulations of the employer. By signing this application,		dge that I understand a	and agree to all provision	ns outlined herein.
Signature of Applicant		_	Date	
	FOR PERSON	NEL DEPARTMEN	IT LISE ONLY	
Arrange Interview: YES	NO	THE DEI MATRIE	T COL OTTL	
Date of Interview:				
Hired: YES NO	Date of Employment	/		
	1 ,	\$ Department		
_	_ 120 dily race, baidly	"		
By: Name :	and Title		Date	

5

2.

August 2018