



## EMPLOYMENT APPLICATION

*Please note: Do not use "caps lock" when completing form; items exceeding visibility cannot be printed.*

**Last Name \***

**First Name \***

Date of Application \*

Street Address \*

City \*

State \*

Zip \*

Telephone # \*

Cellular Phone #

**Email \*** will be used in automated confirmation of receipt email

**Positions applied for**

Maximum selection- four positions

To select multiple positions Control or Command click

**Referral Source \***

Are you able to perform the essential functions of the position for which you are applying with or without reasonable accommodations?

YES NO

If necessary, best time to call you at home

May we contact you at work?

YES NO

If yes, work # and best time to call

If you are under 18 & it is required, can you furnish a work permit?

YES NO

If no, please explain

Have you submitted an application here before?

YES NO

If so, when?

Have you ever been employed by CrossCheck, Inc?

YES NO

If so, when?

Are you legally eligible for employment in the United States?

YES NO

Date available for work:

What is your desired salary range?

Type of employment desired:

Full-time Part-time Seasonal Temporary

Are you able to meet the attendance requirements of the position?

YES NO

If no, please explain

Driver's License number, if driving is an essential function of the job

Will you work overtime if required?

YES NO

If no, please explain

Have you ever worked under another name?

YES NO

If yes, please provide this name:

Do you have any relatives who work for CrossCheck, Inc?

YES NO

If yes, who and in which department do they work?

NOTE: Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account. In answering this question, do not include minor traffic infractions and convictions for which the record has been sealed or expunged, any conviction for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed, referrals to and participation in any pre-trial or post-trial diversion programs, and marijuana-related offenses that occurred over two years ago.

Have you ever plead "guilty" or "no contest" to, or ever been convicted of a misdemeanor or felony?

YES NO

If yes, please give the date and details:

Date

Details:

## SKILLS & QUALIFICATIONS

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying.

Computer Skills (Please check applicable boxes & give experience in months or years. List other software experience in "other.")

SOFTWARE SKILLS	EXPERIENCE	SOFTWARE SKILLS	EXPERIENCE
Word Processing		Other	
Spreadsheet		Other	
Presentations		Other	
Email		Other	
Internet		Other	
PC		Other	





## EDUCATIONAL BACKGROUND

SCHOOL	YEARS COMPLETED	DEGREE/DIPLOMA	GPA	MAJOR

## REFERENCES

List the name and telephone number of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

NAME	RELATIONSHIP	TELEPHONE NUMBER

## ADDITIONAL INFORMATION

List any professional, trade, business or civic associations. You may also list any special accomplishments, publications, awards or other information you would like us to consider.

## APPLICATION STATEMENT

I certify that all information I have provided in order to apply for and secure work with CrossCheck, Inc. is true, complete and correct. I understand that any offer of employment I receive may be contingent on passing a job-related physical examination, and/or satisfactory completion of a background examination.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that CrossCheck, Inc. does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state, or federal law.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and 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 with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as 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 supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by CrossCheck's president.

I also understand that if I am hired, I will be required to provide proof of identity and authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

### DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of  
Applicant

*Upon interview handwritten signature required.*

Print/Type  
Name

Date

**TO ENSURE SUBMISSION OF DIGITAL SIGNATURE  
PLEASE CLOSE YOUR DOCUMENT BEFORE UPLOADING.**

*Please click submit once, and then allow time for processing. Applications that include attachments may take up to 2 minutes, depending on your connection speed. We will email you a confirmation of application receipt, for your records.*