

JADE ALARM COMPANY



APPLICATION FOR EMPLOYMENT

Applicants are considered for all positions without regard to race, color, national origin, religion, gender, age, sexual orientation, qualified disability status, or military service status

All information requested must be completed and be true and accurate. Incomplete applications or applications containing untruthful, unverified or inaccurate information will void the application from consideration, and if the applicant is hired, such inaccurate information will result in immediate termination of employment.

Jade Alarm Company is in the business of security systems for commercial and residential property. All applicants will be subject to background checks, reference checks, and will be responsible for obtaining law enforcement records regarding any criminal background. Applicants may be required to provide additional waivers for background checks provided by outside agencies prior to consideration for employment. Further, any applicant who is offered a position is subject to drug and alcohol screening and physical examination at the expense of Jade Alarm Company.

Applications will only be accepted when there are open positions existing at Jade Alarm Company. Applications of applicants not hired will be maintained for record keeping purposes only and not for future employment consideration.

(PLEASE PRINT)

Name: _____ Date of Application: _____
First Middle Last

Address: _____ Social Security No. _____ - _____ - _____
Street Address (including Apt. No.)

City State Zip Code

Home Telephone: () _____ - _____

Mobile Phone: () _____ - _____

POSITION APPLIED FOR: _____

Earliest date available to begin employment: _____

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

Are you currently employed? ____ Yes ____ No

Have you ever been employed at Jade Alarm before? ____ Yes ____ No

Do you have any commitments to a current or former employer that might affect your employment at Jade Alarm? ____ Yes ____ No

If, yes, give dates of employment: _____

Have you previously applied for employment with Jade Alarm? ____ Yes ____ No

May we contact your current employer? ____ Yes ____ No
If, "no", explain the reason why:

Are you prevented from lawfully becoming employed in the United States because of Visa or Immigration status? ____ Yes ____ No
(Proof of citizenship or immigration status will be required)

Are you in a lay-off or other leave status, subject to recall or reinstatement? ____ Yes ____ No

AN EQUAL OPPORTUNITY EMPLOYER M/F/V/H/D/

Have you been convicted of any crime, entered a plea of no contest, or entered into a plea bargain or diversion agreement involving any crime involving dishonesty, theft, fraud, violence, assault, sexual misconduct, criminal threat, stalking or harassment, wiretapping/electronic surveillance, invasion of privacy, or crimes involving unlawful use of or access to computer systems?

Yes No If, "yes", please provide a detailed explanation: _____

(Conviction or other such action will not necessarily disqualify the applicant for employment)

Have you ever worked in any position involving security, security systems, alarm systems, or law enforcement? Yes No.

If, "yes", please identify all such employment by name of company or organization, a description of the nature of services you provided, the dates of employment and the specific reasons for termination of employment. If the reason for termination was due to alleged misconduct or performance, provide specific detail of the events: _____

(use additional paper if necessary)

Have you ever applied for and been denied any security clearance by any company or organization, or, held a security clearance which was withdrawn or revoked?

Yes No If, "yes", please provide a detailed description: _____

(use additional paper if necessary)

Jade Alarm provides security systems operation to customers on a 24 hour basis, seven days per week. Reliability and availability are important considerations for many jobs. If you have any questions about the potential schedules for the job being applied for, please ask for any explanations prior to answering the following questions on work availability.

Are you available for work: Full-time (32-40 hours/week) Part-time Temporary

Are you available to work overtime hours (in excess of 40 hours per week)? Yes No

Are you employed in another job that you intend to keep if hired at Jade Alarm? Yes No

If, "yes", please identify the employer, the nature of the work and the work schedule involved: _____

(Answering "yes" will not necessarily disqualify an applicant from hiring)

Do you have reliable means of transportation to an from work? Yes No

Are there particular hours or days of the week you cannot work? Yes No

If, "yes", define which hours or days are subject to limitations?

(Answering "yes" will not necessarily disqualify an applicant from hiring) _____

ANSWER THE FOLLOWING QUESTIONS ONLY AFTER YOU HAVE BEEN PROVIDED AN EXPLANATION OF THE JOB BEING APPLIED FOR OR PROVIDED A GENERAL JOB DESCRIPTION

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job for which you have applied?

_____ Yes _____ No

If the job involves driving a vehicle for purposes of performing work duties:

Do you have a valid driver's license? _____ Yes _____ No

Has your driver's license been suspended or revoked in the past five (5) years? _____ Yes _____ No

SPECIALIZED JOB SKILLS AND TRAINING:

Explain the details of specialized job skills and training you have either through job related experience or educational programs. (*For example: computer, office equipment, mechanical repair, electronics, languages, telecommunications systems, security systems, accounting/bookkeeping, supervision, law enforcement, other skills*)

OTHER QUALIFICATIONS:

Explain the details of employment or other experiences and training that would demonstrate job skills, learning capabilities, responsibility, communications skills, organizational skills, honors, special recognition, civic involvement or other qualifications:

EMPLOYMENT EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities if applicable.

1 EMPLOYER	TELEPHONE	DATES EMPLOYED		WORKED PERFORMED
		FROM	TO	
ADDRESS			JOB TITLE	
REASON FOR LEAVING	HOURLY RATE/SALARY		SUPERVISOR	
	STARTING	FINAL		
2 EMPLOYER	TELEPHONE	DATES EMPLOYED		WORKED PERFORMED
		FROM	TO	
ADDRESS			JOB TITLE	
REASON FOR LEAVING	HOURLY RATE/SALARY		SUPERVISOR	
	STARTING	FINAL		
3 EMPLOYER	TELEPHONE	DATES EMPLOYED		WORKED PERFORMED
		FROM	TO	
ADDRESS			JOB TITLE	
REASON FOR LEAVING	HOURLY RATE/SALARY		SUPERVISOR	
	STARTING	FINAL		
4 EMPLOYER	TELEPHONE	DATES EMPLOYED		WORKED PERFORMED
		FROM	TO	
ADDRESS			JOB TITLE	
REASON FOR LEAVING	HOURLY RATE/SALARY		SUPERVISOR	
	STARTING	FINAL		

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

EDUCATION

	Name and Address of School	Course of Study	Years Completed (not dates)	Diploma Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

REFERENCES

Give name, address and telephone number of three references who are not related to you and are not previous employers.

Name: _____ Work Phone: () _____

Address: _____ Home Phone: () _____

(Nature of Acquaintance: _____)

Name: _____ Work Phone: () _____

Address: _____ Home Phone: () _____

(Nature of Acquaintance: _____)

Name: _____ Work Phone: () _____

Address: _____ Home Phone: () _____

(Nature of Acquaintance: _____)

APPLICANT'S STATEMENT

1. I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also agree that falsified or misleading information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered at a later date.
2. I authorize persons, schools, and current employer (if applicable) and previous employers and organizations named in the application (and accompanying resume, if any) to provide any relevant information that may be required to arrive at an employment decision, and release all parties from all liability for any damage that may result from furnishing same to you.
3. I understand that if a job offer is made, a medical examination may be requested for employment or continuation of employment; and that I may be requested to submit to testing for drug or alcohol use both prior to hire or for continuation of employment.
4. This application is not a contract for employment and cannot create a contract. I understand that if I am hired my employment can be terminated with or without cause or reason, at any time at the discretion of either the company or myself.
5. I understand this application will be kept in the active files only for filling an open job for which I have applied. I further understand that if I am not hired during that period, I must complete and execute a new application form to be considered for employment.

Applicant's Signature _____ Date _____

JADE ALARM CO.

Received by: _____ Date: _____