

FRANKL & KOMINSKY APPLICATION FOR EMPLOYMENT

PLEASE NOTE: *Incomplete information could disqualify you from further consideration. If you have no information to enter in a section, please write N/A.*

PERSONAL INFORMATION:

Name: _____ Date: _____

Previous Names: _____ Last 4 Digits of SSN: _____

Address: _____

Phone: _____ E-mail Address: _____

EMPLOYMENT DESIRED:

Date you can start: _____ Hourly Rate/Salary desired: _____

Position applying for: _____

Are you currently employed? Yes No

If yes, may we inquire of your present employer? Yes No

Are you available to work from 8:30 A.M. to 5:30 P.M. Monday thru Friday? Yes No

Can you work overtime, including weekends? Yes No

ADDITIONAL INFORMATION:

Are you a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States? Yes No

Are you at least 18 years or older? Yes No *(If no, you may be required to provide authorization to work.)*

Have you ever been terminated from employment or asked to resign by an employer? Yes No

If yes, please provide company names and dates: _____

Have you even been convicted of, or entered a plea of guilty, no contest, or had a withheld judgment to a felony or a misdemeanor involving theft or dishonesty? Yes No

If yes, please provide dates and location: _____

Do you have a driver's license? Yes No Is it suspended or revoked? Yes No

Have you had any car accidents during the past three years? Yes No How Many? _____

Have you had any traffic tickets during the past three years? Yes No How Many? _____

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? Yes No

Do you know anyone who works for our company? Yes No

If yes, who? _____

EDUCATION:

	Name/Location	Years Completed	Degree Received
High School			
College or University			

EMPLOYMENT HISTORY: List ALL of your last five (5) years of employment history starting with the most recent and working back in time.

Company:	Dates of Employment:	Hrs/Week:
Address:	Starting Rate of Pay:	Ending Rate of Pay:
Job Title:	Reason you Left:	Supervisor:
May we contact this employer?	Yes No	

Company:	Dates of Employment:	Hrs/Week:
Address:	Starting Rate of Pay:	Ending Rate of Pay:
Job Title:	Reason you Left:	Supervisor:
May we contact this employer?	Yes No	

Company:	Dates of Employment:	Hrs/Week:
Address:	Starting Rate of Pay:	Ending Rate of Pay:
Job Title:	Reason you Left:	Supervisor:
May we contact this employer?	Yes No	

Company:	Dates of Employment:	Hrs/Week:
Address:	Starting Rate of Pay:	Ending Rate of Pay:
Job Title:	Reason you Left:	Supervisor:
May we contact this employer?	Yes No	

Company:	Dates of Employment:	Hrs/Week:
Address:	Starting Rate of Pay:	Ending Rate of Pay:
Job Title:	Reason you Left:	Supervisor:
May we contact this employer?	Yes No	

Have you been unemployed at any time in the past three (3) years? If yes, please provide dates and explain why: _____

COMPUTER SKILLS: Please CIRCLE the name of the program below if you have experience working with the program in the past:

Aderant Total Office (a/k/a Client Profiles) Captorra Microsoft Office

REFERENCES: Please give the names of three persons not related to you, whom you have known for at least three (3) years.

Name	Address, Phone, Email	Company	Years Acquainted
1			
2			
3			

PLEASE READ CAREFULLY BEFORE SIGNING.

FRANKL & KOMINSKY, P.A. is an equal opportunity employer. FRANKL & KOMINSKY, P.A. does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for FRANKL & KOMINSKY, P.A. to hire me. If I am hired, I understand that either FRANKL & KOMINSKY, P.A. or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of FRANKL & KOMINSKY, P.A. has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to FRANKL & KOMINSKY, P.A. true and complete information on this application. No requested information has been concealed. I authorize FRANKL & KOMINSKY, P.A. to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material

information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

I further hereby authorize FRANKL & KOMINSKY, P.A. to investigate my background and qualifications for purposes of evaluating whether I am qualified for the position for which I am applying. I understand that FRANKL & KOMINSKY, P.A. may utilize an outside firm or firms to assist in checking such information, and I specifically authorize such an investigation by information services and outside entities of the company's choice. I also understand that I may withhold my permission and that in such a case, no investigation will be done, and my application for employment will not be processed further.

Print Name: _____

Signature: _____ Date: _____

THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE OF SIGNATURE ABOVE.