

BRELSFORD

PERSONNEL

Employment Profile

TEMPORARY or DIRECT HIRE

The Atelier, 3600 Old Bullard Road, Suite 301, Tyler, Texas 75701 † 903.561.2996 † 866.472.0619

| | | | |
|------------------|--------------|---------------|-------------------|
| LAST NAME | FIRST | MIDDLE | DATE TODAY |
| | | | |

| | | | |
|-----------------------|-------------|--------------|------------|
| STREET ADDRESS | CITY | STATE | ZIP |
| | | | |

| | | | |
|-----------------|-----------------|-------------------|-------------------------------------|
| HOME TEL | WORK TEL | MOBILE TEL | DRIVER'S LICENSE # AND STATE |
| | | | |

| | |
|----------------------|--------------------|
| EMAIL ADDRESS | REFERRED BY |
| | |

PREFERRED METHOD OF CONTACT: PHONE TEXT EMAIL

INTERESTED IN (INDICATE ALL THAT APPLY)
 FULL-TIME TEMPORARY TEMPORARY WHILE LOOKING FOR FULL-TIME

AVAILABLE FOR OVERTIME
 YES NO

FOREIGN LANGUAGE(S)

| | | | |
|----|--------------------------------|-------------------------------|--------------------------------|
| 1. | <input type="checkbox"/> SPEAK | <input type="checkbox"/> READ | <input type="checkbox"/> WRITE |
| 2. | <input type="checkbox"/> SPEAK | <input type="checkbox"/> READ | <input type="checkbox"/> WRITE |

CURRENTLY WORKING
 YES NO

SIZE-OF-FIRM EXPERIENCE (INDICATE ALL THAT APPLY)
 SOLO PRACTITIONER SMALL FIRM MEDIUM FIRM LARGE FIRM

WORKED w/EMPLOYMENT AGENCY BEFORE YES NO

CURRENTLY WORKING w/ANOTHER AGENCY YES NO

DESIRED SALARY

DATE AVAILABLE

US CITIZEN YES NO

HAVE BEEN CONVICTED OF A FELONY YES NO

HAVE PLED "NO CONTEST" TO A FELONY YES NO

HAVE RECEIVED DEFERRED ADJUDICATION FOR FELONY YES NO

SMOKE
 YES NO

SMOKE AT WORK
 YES NO

IF YES TO ANY OF THE ABOVE QUESTIONS REGARDING FELONY CHARGES, PLEASE BRIEFLY EXPLAIN:

| NAME FOUR PREVIOUS SUPERVISORS WE MAY CONTACT | TITLE | COMPANY WHERE SUPERVISED | TEL |
|---|-------|--------------------------|-----|
| | | | |
| | | | |
| | | | |
| | | | |

| NAME TWO PEERS OR CO-WORKERS WE MAY CONTACT | TITLE | COMPANY (IF CO-WORKER) | TEL |
|---|-------|------------------------|-----|
| | | | |
| | | | |

| NAME OF EMERGENCY CONTACT | RELATIONSHIP TO YOU | TEL / PRIMARY | MOBILE / OTHER TEL |
|---------------------------|---------------------|---------------|--------------------|
| | | | |

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PERSONNEL

APPLICANT'S LAST NAME

EDUCATION (check if completed)

HIGH SCHOOL / GED
 ASSOCIATE DEGREE
 BACHELOR'S DEGREE
 MASTER'S DEGREE
 PARALEGAL: CERTIFIED NON-CERTIFIED

HIGH SCHOOL NAME

CITY / STATE

COLLEGE NAME

CITY / STATE

MAJOR

DEGREE

GPA

| | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|----------------------|

TOTAL # COLLEGE HOURS
EARNED:

COLLEGE NAME

CITY / STATE

MAJOR

DEGREE

GPA

| | | | | |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
|----------------------|----------------------|----------------------|----------------------|----------------------|

YOUR NAME WHEN DEGREE RECEIVED IF DIFFERENT FROM ABOVE

OTHER CERTIFICATIONS (list)

BUSINESS EXPERIENCE (list most recent position first)

| START DATE (mo/yr) | END DATE (mo/yr) | FIRM NAME | CITY / STATE | POSITION / TITLE |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

1

| STARTING SALARY | ENDING SALARY | REASON FOR LEAVING |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

| START DATE (mo/yr) | END DATE (mo/yr) | FIRM NAME | CITY / STATE | POSITION / TITLE |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

2

| STARTING SALARY | ENDING SALARY | REASON FOR LEAVING |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

| START DATE (mo/yr) | END DATE (mo/yr) | FIRM NAME | CITY / STATE | POSITION / TITLE |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

3

| STARTING SALARY | ENDING SALARY | REASON FOR LEAVING |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

| START DATE (mo/yr) | END DATE (mo/yr) | FIRM NAME | CITY / STATE | POSITION / TITLE |
|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

4

| STARTING SALARY | ENDING SALARY | REASON FOR LEAVING |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

Agreement with Brelsford Personnel

I certify that all the foregoing statements are true and correct to the best of my knowledge and I hereby authorize Brelsford Personnel (BP) to investigate any or all statements contained in this application. I fully understand and agree that any omission or misrepresentation of fact shall be cause for dismissal.

Applicant Signature / Date

Federal and state laws prohibit discrimination in employment because of age, race, color, religion, creed, national origin, disability, gender, marital or veteran status.

➔ NOTE: Application must be signed – either electronically, signed and faxed in, or at in-person interview. Fill out completely. If emailing, fill out, save to your computer and email as an attachment to employ@brelsfordpersonnel.com