

BRELSFORD

P E R S O N N E L

1001 ESE Loop 323, Suite 475 Tyler, Texas 75701

tel 903.561.2996 fax 903.561.6675

Application for Employment

TEMPORARY or DIRECT HIRE

This application is a CONFIDENTIAL record. Asking you to complete it indicates our interest in your qualifications. Please fill in both pages and email as an attachment, or alternatively, sign and fax or hand-deliver to Brelsford Personnel.

LAST NAME	FIRST	MIDDLE	DATE OF BIRTH (XX/XX/XX)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

STREET ADDRESS	CITY	STATE	ZIP
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

HOME TEL	WORK TEL	MOBILE TEL	DRIVER'S LICENSE #/STATE	SOCIAL SECURITY #
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

EMAIL ADDRESS	REFERRED BY	DATE TODAY
<input type="text"/>	<input type="text"/>	<input type="text"/>

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/OTHER 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

YES NO

SMOKE

YES NO

SMOKE AT WORK

YES NO

IF YES TO ANY OF THE ABOVE FOUR ITEMS, PLEASE BRIEFLY EXPLAIN:

NAME 4 PREVIOUS SUPERVISORS WE MAY CONTACT	TITLE	COMPANY	TEL
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

NAME 2 PEERS WE MAY CONTACT	TITLE	COMPANY	TEL
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

NAME OF EMERGENCY CONTACT	RELATIONSHIP TO YOU	TEL	MOBILE / OTHER
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

INTERVIEWER	SALARY REQUIRED	DATE AVAILABLE
<input type="text"/>	<input type="text"/>	<input type="text"/>

Brelsford Personnel Use Only →

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PERSONNEL

APPLICANT'S LAST NAME

EDUCATION (indicate all that apply)

- HIGH SCHOOL/GED
 ASSOCIATE DEGREE
 BACHELOR OF ARTS
 BACHELOR OF SCIENCE
 MASTERS
 PARALEGAL
 CERTIFIED
 NON-CERTIFIED

OTHER CERTIFICATIONS (list)

HIGH SCHOOL NAME / CITY	YEAR OF GRAD	CLASS RANK OR GPA	DATE OF GED

HAVE COMPLETED 4-YR BACHELOR'S DEGREE	DATE OF DIPLOMA	NAME WHEN DIPLOMA RECEIVED IF DIFFERENT FROM ABOVE
<input type="radio"/> YES <input type="radio"/> NO		

COLLEGE NAME / CITY	DATES ATTENDED	MAJOR	DEGREE	GPA	TOTAL # COLLEGE HOURS

BUSINESS EXPERIENCE (list most recent position first)

	START DATE (mo/yr)	END DATE (mo/yr)	FIRM NAME	CITY / STATE	POSITION / TITLE
1					
	STARTING SALARY	ENDING SALARY	REASON FOR LEAVING		
2					
	STARTING SALARY	ENDING SALARY	REASON FOR LEAVING		
3					
	STARTING SALARY	ENDING SALARY	REASON FOR LEAVING		
4					
	STARTING SALARY	ENDING SALARY	REASON FOR LEAVING		

Agreement with Brelsford Personnel (Must be signed at in-person interview or signed and faxed in.)

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.

If my employment is temp or temp-to-hire, I understand that as an employee of BP I will have access to various records, information and documents normally used in conducting the business of BP and/or its clients. I will not disclose or use for the benefit of myself or another any of such materials, directly or indirectly, during the term of my employment, or any time thereafter except as required in the normal course of business of BP and/or its clients.

I understand that if accepted for temp or temp-to-hire employment I will be working for Brelsford Personnel on its payroll at its clients' offices. I hereby authorize BP to deduct from my wages such sums as may be necessary to satisfy obligations to BP or taxing authorities, as may be required by law.

In consideration of my employment by BP, I will not, during the term of or within one year following termination of my employment by BP, solicit or accept employment by any BP client to whom I am assigned or to whom I am referred by BP or by any one client of BP unless such employment is approved in writing by BP. I further agree that I will promptly notify BP within twenty-four (24) hours of any offer of employment made by such client or referred employer. I shall not induce any BP client, directly or indirectly, to breach its agreement with BP.

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: Save this form to your computer, fill it out completely and email as an attachment to employ@brelsfordpersonnel.com