

DREYFUSS

Management

Application for Employment

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

PERSONAL INFORMATION

NAME _____ SOCIAL SECURITY NUMBER _____
LAST FIRST MIDDLE

PRESENT ADDRESS _____
STREET CITY STATE

PERMANENT ADDRESS _____
STREET CITY STATE

HOME PHONE NUMBER _____ CELL PHONE NUMBER _____

EMAIL ADDRESS _____ ARE YOU 18 OR OLDER? YES NO

ARE YOU LEGALLY ENTITLED TO WORK IN THE U.S.? YES NO

HOW DID YOU HEAR ABOUT THIS POSITION? _____

*HAVE YOU EVER BEEN CONVICTED OF A CRIME FOR WHICH THE CONVICTION HAS NOT BEEN EXPUNGED? YES NO

*If yes, Please describe circumstances of your conviction, indicating date, nature and place of the offense and disposition of the case. (Note: A criminal conviction will not necessarily be a bar to employment. Any relevant facts, such as the length of time since the offense and the nature of the violation, will be taken into account. Any such matter should be fully explained below. Attach a separate sheet of paper, if necessary.)

EMPLOYMENT DESIRED

POSITION APPLIED FOR _____ DATE YOU CAN START _____ SALARY DESIRED _____

WILL YOU WORK OVERTIME, SHIFT WORK, ON-CALL, ROTATIONAL, WEEKENDS, IF ASKED? _____

ARE YOU EMPLOYED NOW? _____ IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? _____

EVER APPLIED TO THIS COMPANY BEFORE? _____ WHERE? _____ WHEN? _____

TYPE OF EMPLOYMENT DESIRED: FULL-TIME PART-TIME TEMPORARY SUMMER OTHER

EDUCATION

School	Name and Address of School	No. of Years Completed	Did you Graduate?		Type of Degree/Diploma
			Yes	No	
College					
High School					
Other					

GENERAL

SUBJECTS OF SPECIAL STUDY, TRAINING, SKILLS OR RESEARCH WHICH ARE JOB RELATED: _____

FORMER EMPLOYERS (List below last four employers, starting with last one first).

Date Month and Year	Name, Address, Telephone & Email of Employer	Name of Supervisor	Salary	Position	Reason for Leaving
From To					
From To					
From To					
From To					
From To					

FOREIGN LANGUAGES

(list fluent only)

1. _____ READ WRITE SPEAK
2. _____ READ WRITE SPEAK

"I hereby affirm that my answers to the foregoing questions are true and correct, and that I have not withheld any fact or circumstance which would, if disclosed, affect my application unfavorably. I understand that the misrepresentation or omission of the facts called for in this application or other records will be cause for immediate dismissal or cancellation of my application, whichever is applicable. In addition, I authorize Dreyfuss, its affiliate, representatives, and assignees to verify and all information contained in this application and to inquire into my character, general reputation, personal characteristics and mode of living, whichever are applicable, from former employers and others (including, without limitation, information on credit, employment, references and my criminal conviction record). I release all concerned from any liability in connection with any information they give. I further understand that I have the right, under section 606(B) of the Fair Credit Reporting Act, to make a written request within a reasonable time for a complete and accurate disclosure of the nature and scope of the investigation requested."

"I understand and agree that, if hired, my employment will be at-will, and that it can be terminated at any time by either party without notice or reason."

DATE _____ SIGNATURE _____

UNDER MARYLAND STATE LAW AN EMPLOYER MAY NOT REQUIRE OR DEMAND ANY APPLICANT FOR EMPLOYMENT OR PROSPECTIVE EMPLOYMENT OR ANY EMPLOYEE TO SUBMIT TO OR TAKE A POLYGRAPH, LIE DETECTOR OR SIMILAR TEST OR EXAMINATION AS A CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. ANY EMPLOYER WHO VIOLATES THIS PROVISION IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT TO EXCEED \$100.

Dreyfuss Management LLC is the managing agent of the community at which you are seeking employment. If you are hired, your employer will be the owner of the community.