

Veritas Recruiting Group is an Equal Opportunity Employer.

Please fill out this form as completely as possible.

Last Name:		First:	Middle:
Aliases (including Maiden Name):			
Street Address:			
City:	State:		Zip:
Home Phone () -	Cell Phone () -	Business Phone () - Ext.	
Email Address (primary):			
Email Address (additional):			

Position Title(s) Desired:	Salary Range Desired:
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Will Relocate? Y <input type="checkbox"/> N <input type="checkbox"/> Immediately? Y <input type="checkbox"/> N <input type="checkbox"/> If not immediately, when?	
Location(s) Desired:	Do You Require Relocation Reimbursement? Y <input type="checkbox"/> N <input type="checkbox"/>
Will Travel? Y <input type="checkbox"/> N <input type="checkbox"/> % of time open to travel: %	
Military? Branch of Service? From: To: Y <input type="checkbox"/> N <input type="checkbox"/> / - /	Language Skills:
Memberships: Professional & Social	

Certifications/Licenses (CPA, CFA, etc.) Please include State and License #:

Educational Information	Dates Attended	GPA	Graduated?	Degree	Major/Subjects
Name of School	From / To				
	/		Y <input type="checkbox"/> N <input type="checkbox"/>		
	/		Y <input type="checkbox"/> N <input type="checkbox"/>		
	/		Y <input type="checkbox"/> N <input type="checkbox"/>		

EMPLOYMENT ELIGIBILITY VERIFICATION

Can you provide evidence that you are legally able to work in the United States? Y <input type="checkbox"/> N <input type="checkbox"/>
<i>Please note that as required by the United States government, you cannot be employed unless you can produce work authorization and identity documents as specified by the law. If you cannot provide proper documentation, please discuss this with your recruiter immediately.</i>

CRIMINAL RECORD

<p><u>Within the past 7 years have you been convicted of an offense against civil or military law, or been released from prison or other detention facility?</u> (Omit [1] traffic violations with a fine under \$100 except where drugs or alcohol were involved and [2] any offense committed before your 21st birthday which was fully adjudicated in a juvenile court or under a youth offender law). A conviction record will not necessarily bar you from employment. Y <input type="checkbox"/> N <input type="checkbox"/></p> <p>If yes, please indicate the nature of the offense, date, court and deposition:</p>
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AUTHORIZATION: I authorize investigation of all statements contained in this application and hereby authorize previous employers, personal references and schools and/or degree verification services to give any and all information regarding my background if requested. I authorize Veritas Recruiting Group to assist me in securing employment and to conduct reference checks and degree verifications, which may include employment records, general reputation, and personal characteristics. I understand that under the Fair Credit Reporting Act I have the right to request a copy. I understand and acknowledge that no promise or guarantee of employment is binding upon the company unless made in a written contract of employment.

X _____ Date: _____

EMPLOYMENT HISTORY:

Please list your current & former employers, starting with the most recent. **(Please fill out completely, do not write 'see resume')**

1) Company (Current/Most Recent) Name: Location:	Industry: Size (employees & revenue):	Date Started Month/Year /	Date Ended Month/Year /	Position Title(s)
Main Duties Performed		Starting Salary	Final Salary	Reason for leaving
Software Used:		Direct Supervisor/Title:		
May we contact this employer for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'No', please explain:				

2) Company Name: Location:	Industry: Size (employees & revenue):	Date Started Month/Year /	Date Ended Month/Year /	Position Title(s)
Main Duties Performed		Starting Salary	Final Salary	Reason for leaving
Software Used:		Direct Supervisor/Title:		
May we contact this employer for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'No', please explain:				

3) Company Name: Location:	Industry: Size (employees & revenue):	Date Started Month/Year /	Date Ended Month/Year /	Position Title(s)
Main Duties Performed		Starting Salary	Final Salary	Reason for leaving
Software Used:		Direct Supervisor/Title:		
May we contact this employer for a reference? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'No', please explain:				

ADDITIONAL INFORMATION:

List 3 specific examples where you added value to a previous employer <i>(cost savings, revenue generation, time savings, promotions, awards):</i> 1) 2) 3)	Industries (not listed above): Software (not listed above): MS Excel proficiency: MS Access proficiency:
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PROFESSIONAL REFERENCES:

Supervisors (People who you reported to):

Name	Title	Company	Phone Number(s)	Email Address

Peers (Coworkers):

Name	Title	Company	Phone Number	Email Address

Subordinates (People who reported to you):

Name	Title	Company	Phone Number	Email Address