



Application For Employment

*Only completed applications will be considered.
 *An equal employment opportunity employer M/F/H/V.

Date of Application _____

Personal Information

Last Name	First Name	Middle Name
Street Address		Home Telephone
City, State, Zip		Business Telephone
Have you ever applied for employment with us? If yes, provide month and year..		Social Security Number
Position Desired		Salary Desired
Are you available for full-time work? If not, what hours can you work?		Will you work overtime if asked?
Are you legally eligible for employment in the United States?		When will you be available to begin work?
Did or do you serve in the U.S. Armed Forces?		What Branch?
Do any of your friends or relatives work here? _____		Do you have reliable transportation? _____
Other special training or skills (Languages, machine operation, etc.)		
Have you been convicted of a misdemeanor or a felony? If yes, please describe including dates.		

Education Information

Type of School	Name of School	City and State of School	Course Majored in	Years				Completed Graduate	
				5	6	7	8	Yes	No
Elementary								Yes	No
High School				9	10	11	12	Yes	No
College				1	2	3	4	Yes	No
Business, Trade Or Correspondence				1	2	3	4	Yes	No
Other				1	2	3	4	Yes	No

Previous Employment History

	Start Date	End Date	Company Name/ Immediate Supervisor	Address/ Telephone #	Job Title	Start/End Salary	Reason for Leaving
Previous							
2nd							
3rd							
4th							

****Please circle the name of any employer or supervisor whom you do not want contacted at this time.**

Important Agreement

Please read the following and sign your name below

In compliance with Federal and State Equal employment Opportunity Laws, qualified applicants are considered for all positions applied for without regard to race, religion, sex, national origin, age, veteran's status, marital status, disability, or handicap, or any other legally protected status.

I certify that answers given herein are true and complete to the best of my knowledge.

In the event of employment, I understand that false or misleading information given in my application or interview's may result in discharge and that my first three months of employment will be probationary. In consideration of my employment, I agree to conform to the rules and regulations of Revenue Recovery Corporation (RRC) and hereby state my understanding that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at the option of either the Company or myself. I also understand that no manager or representative of RRC, other than the officers of the Company has any authority to enter into any agreement of employment for any specified period of time, or to make any agreement contrary to the foregoing. I also understand that neither a safety manual nor an employee handbook nor any other RRC publication changes this at-will relationship.

I understand that unless otherwise prohibited by applicable law, I may be required at any time to submit to a physical, urinalysis, or other examination as condition of my employment with the Company, including a pre-employment physical and urinalysis drug test. By accepting employment, I agree to submit to such examinations or test as required by the Company, all at Company expense.

I authorize you to make such investigations and inquiries of my personal, employment or financial history and other related matters as may be necessary in arriving at an employment decision. I hereby release employers, schools or persons from all liability in responding to inquiries in connection with my application.

Incomplete Application Forms will not be considered.

If your application is considered favorable, on what date will you be available for work?

Signature of Applicant