



Employment Application

Date: ____ / ____ / ____

Applicant Name: _____

It is the policy of VeriCore, LLC, to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

****This is a fillable form. If printing, please print all information legibly.****

GENERAL INFORMATION

Applicant Name: _____ Social Security Number: _____

Address: _____ Email Address: _____

City/State/Zip: _____ # of years at this address: _____

Daytime Phone Number: _____ Evening: _____

Position Applied For: _____ Salary Desired: \$ _____ Per _____

Referral Source: Who referred you to our company? _____

Are you at least 18 years old? YES NO How will you get to work? _____

Drivers License Number: _____ What state issued your license? _____

If you are offered employment, when would you be available to begin work? _____

Are you legally eligible for work in the United States? YES NO

Are you able to perform the essential function of the job with or without reasonable accommodation?

YES NO

What reasonable accommodation, if any, would you require? _____

Have you ever previously worked in the collection industry? YES NO If yes, please describe: _____

Have you been convicted of any crime, including traffic violations? YES NO If yes, please describe: _____

THE EXISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT UNLESS RELEVANT TO THE TYPE OF EMPLOYMENT.



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APPLICANT EMPLOYMENT HISTORY

List your current or most recent employment first.

Must be completed even if resume is provided.

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____ Dates of Employment (Month/Year): _____

Reason for leaving: _____

Employer Name: _____

Address: _____

City/State/Zip: _____

Job Duties: _____ Dates of Employment (Month/Year): _____

Reason for leaving: _____

APPLICANT'S EDUCATION AND TRAINING

High School Name & Address: _____

Last Grade? _____ Diploma? YES NO

College Name & Address: _____

Did you receive a degree? YES NO

Other training (graduate, technical, vocational): _____

Awards, Honors, Special Achievements: _____



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REFERENCES

List 3 Professional References (no family or friends; 1 reference must be a current/former supervisor.

Name: _____ Address: _____ City: _____

State/Zip: _____ Telephone: (____) ____ - ____ Relationship: _____

Name: _____ Address: _____ City: _____

State/Zip: _____ Telephone: (____) ____ - ____ Relationship: _____

Name: _____ Address: _____ City: _____

State/Zip: _____ Telephone: (____) ____ - ____ Relationship: _____

Please provide any other information that you believe should be considered: _____

CERTIFICATION

I certify that the information provided on this Application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my Application, or if employment commences immediate termination.

I authorize VeriCore, LLC, to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered a specific written contract of employment signed on behalf of the organization the employment relationship will be entirely voluntary in nature. In other words, with appropriate notice, I will have the full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer would have the same right. Moreover, no agent, representative, or employee of VeriCore, LLC, except in a specific written contract of employment signed on behalf of the organization has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS.

APPLICANT SIGNATURE: _____

DATE: _____