### Office Use Only $\square$ Admin $\square$ VPP $\square$ KPP $\square$ BPP $\square$ VF $\square$ BF $\square$ SHOP $\square$ AAA $\square$ KGA $\square$ ELEC



# **Application for Employment**

AAA Quality Services, Inc.--AAA Security, Inc.--Knight Guard Alarm, Inc. IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER

#### (PLEASE PRINT IN BLACK OR BLUE INK)

THIS APPLICATION FOR EMPLOYMENT WILL NOT BE CONSIDERED UNLESS FULLY COMPLETED				
Position(s) Applied For		Date of Application		
Last Name	st Name First Name		le Name	
Current Address	City	State	Zip Code	
Phone Number	Alternate	Number		
Email Address	·			
Applicant Questionnaire				
How Did You Hear About Us?				
□ Newspaper Ad □ Employment Agend	cy   Current Employers	oloyee		
□ Other				
If hired, can you provide evidence of your	U.S. citizenship or	proof of your legal right to liv	ve and	
work in the United States?			🗆 Yes 🗆 No	
Are you over the age of 18? (If no, you m	ay be required to p	rovide authorization)	🗆 Yes 🗆 No	
Have you ever been employed or applied with us before?			🗆 Yes 🗆 No	
(If Yes, give dates.)				
Are you currently employed?			🗆 Yes 🗆 No	
If yes, may we contact your present empl	oyer?		🗆 Yes 🗆 No	
Are you able to pass a drug screen if the	position you are ap	plying for requires it?	🗆 Yes 🗆 No	
Are you able to pass a background check if the position you are applying for requires it?			□ Yes □ No	

Do you hay	l <b>y if applying f</b> e a valid Calif	_	-				□ Yes □ No
	se #						- 100 - NO
	ly if applying f			ition)			
Do you hav	e a valid Calif	ornia Alarm A	gent License?				□ Yes □ No
License#_							
Do you hav	e a valid & cu	rent driver's li	cense? ( <i>For d</i>	driving positions	only)		☐ Yes ☐ No
License nur	mber:	Issu	uing State:	Type:	Expira	ation Date:	
(You must	be qualified, li	censed, and in	nsurable (24 +	years of age) to	o hold any po		
What salary	or rate of pay	/ do you expe	ct to receive if	employed?	\$ pe	,	e One) onth Annual
Have you e	ver been fired	or asked to re	esign from a jo	b?			□ Yes □ No
If yes, pleas	se explain:						
Are you abl	e to speak, re	ad and/or write	e in a languag	e other than En	glish?		□ Yes □ No
If yes, pleas	se describe: _						
On what da	ite would you l	oe available to	start work? _				
Are you ava	ailable to work	: □ Full :	time	□ Part Time	: [	□ Temporary	,
	lours Available	e					
Days and H	iouis Availabil				1		
Days and H	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Day Hours Available Are you cur	Sunday	off" status and	I subject to red				Saturday
Day Hours Available Are you cur	Sunday  Trently on "lay-	off" status and	subject to red	call?			□ Yes □ No
Day Hours Available Are you cur	Sunday  Trently on "lay-	off" status and	subject to red				□ Yes □ No
Day Hours Available Are you cur	Sunday  Trently on "lay-	off" status and	subject to red	call?			□ Yes □ No
Day Hours Available Are you cur Special Summarize	Sunday  Trently on "lay-  Skills and special job-re	off" status and Qualificat	ions d qualification	call?			□ Yes □ No
Day Hours Available Are you cur Special Summarize List names	Sunday  Trently on "lay-  Skills and special job-re	off" status and Qualificat lated skills an	ions d qualification ces currently v	s acquired from		or other exp	□ Yes □ No erience.

# **Employment Experience**

List ALL employment experience, starting with your present or last job. Do not leave any gaps in your employment employment history. Include any job-related military service assignments and work in volunteer organizations.

Employer: Add		Addres	Address:	
Supervisor Name:			Tel: ( )	
Dates Employed:	From:		То:	
Job Title:			Reason for leaving:	
Work performed:				
May we contact your past e	mployer & named references		Yes 🗆 No	
Employer:		Address:		
Supervisor Name:			Tel: ( )	
Dates Employed:	From:		То:	
Job Title:			Reason for leaving:	
Work performed:				
May we contact your past e	mployer & named references		Yes 🗆 No	
Employer:		Address:		
Employer: Supervisor Name:		Address:	Tel: ( )	
	From:	Address:	Tel: ( ) To:	
Supervisor Name:	From:	Address:		
Supervisor Name:  Dates Employed:	From:	Address:	То:	
Supervisor Name:  Dates Employed:  Job Title:  Work performed:	From:		То:	
Supervisor Name:  Dates Employed:  Job Title:  Work performed:			To: Reason for leaving:	
Supervisor Name:  Dates Employed:  Job Title:  Work performed:			To: Reason for leaving:	
Supervisor Name:  Dates Employed:  Job Title:  Work performed:  May we contact your past e			To: Reason for leaving:	
Supervisor Name:  Dates Employed:  Job Title:  Work performed:  May we contact your past e			To: Reason for leaving:  Yes □ No	
Supervisor Name:  Dates Employed: Job Title: Work performed: May we contact your past e	mployer & named references		To:  Reason for leaving:  Yes	
Supervisor Name:  Dates Employed:  Job Title:  Work performed:  May we contact your past e  Employer:  Supervisor Name:  Dates Employed:	mployer & named references		To:  Reason for leaving:  Yes No  Tel: ( )  To:	

## **Education**

		Undergraduate			
	High School	College/University	Graduate/Professional		
School Name					
and Location					
Years Completed	9 10 11 12	1 2 3 4	1 2 3 4		
Diploma/Degree					
Describe any specialized training, apprenticeship, skills and extra-curricular activities. Describe any honors you have received:					
Can you furnish records of completion of schools and or courses as indicated above?					

## References

Give name, address and telephone number of three references who are not related to you and who are familiar with your work.

Telephone Number ( )
Relationship/Years Acquainted:
Telephone Number ( )
Relationship/Years Acquainted:
Telephone Number  ( )  Relationship/Years Acquainted:

Accounting –ACCTG
Accounting
Bookkeeper-Full Charge
Bookkeeper-General
Bookkeeper-AP
Bookkeeper-AR
Bank Reconciliation
CPA
Collection
Financial Statements
General Ledger
Payroll
Taxes
Other
Clerical -CLERI
Administrative Assistant
Date Entry
General Clerical
Customer Service Rep
Office Administrator
Other
Automotive-AUTO
Auto Detailer
Lube Tech
Towing
Other
Construction
Carpentry-Level
Concrete-Level
Drywall
Electrician-Level
Framing

	Laborer
	Paining-Level
	Plumbing-Level
	Roofer
	Other
Fo	oreign Languages-F-LAN
	Spanish
	Other
Fi	led Worker-FIELD
	Field Worker
	Irrigation Specialist
	Machine Operator
	Pesticide
	Tractor Driver
W	arehouse-WHSE
	Shipping
	Receiving
	Inventory Control
	Other
M	echanical -MECH
	Auto body Repair
	Auto Mechanic
	Diesel Mechanic
	Motorcycle
	Other
M	anufacturing-MFG
	Machinist
	Materials Handler
	Purchasing Manager
	Quality Control
	Solder
	Welder
_	

	Other
Re	ceptionist-RECEP
	Dispatcher
	Receptionist-General
	Switchboard
Sal	les
	Marketing
	Retail
	Sales
	Other
Se	cretarial-SEC
	Executive Assistant
	Legal Secretary
	Transcribing
Co	mputer Software-SFTWR
	Access
	Excel
	Outlook
	PageMaker (Adobe)
	PowerPoint
	Peachtree
	Quicken
	QuickBooks
	Word
	Other
Oth	ner Industries
	Engineering-ENG
	Landscaping-LAND
	General Labor-LABOR
	Other

## APPLICANT ACKNOWLEDGEMENT AND AUTHORIZATION

PLEASE READ CAREFULLY BEFORE SIGNING AND INITIAL EACH PARAGRAPH	
I hereby certify that all of the information provided by me in this application (or an or required documents) is correct, accurate and complete to the best of my knowledge falsification, misrepresentation or omission of any facts in said documents will be cause employment or immediate termination of employment regardless of the timing or circum	e. I understand that the se for denial of
I understand that submission of an application does not guarantee employment. that, should an offer of employment be extended by AAA, AQS, KGA, INC. that such AQS, KGA, INC. is at will, for no specified duration and may be terminated by either, or myself at any time, with or without cause or notice. I understand that none of the doprocedures, actions, statements of, AAA, AQS, KGA INC. or its representatives used process is deemed a contract of employment real or implied. I understand that no rep AQS, KGA INC. except the general manager has the authority to enter into any agree conditions of employment or any agreement contrary to the foregoing statements and agreements must be made in writing and signed by the general manager of AAA, AQS	employment with AAA, AAA, AQS, KGA INC. couments, policies, during the employment resentative of, AAA, ement guaranteeing any that any such
I hereby authorize any and all schools, former employers, references, courts and information about me to provide such information to AAA, AQS, KGA, INC. and/or any agents or vendors and I release all parties involved from any and all liability for any arresult from providing such information.	y of its representatives,
I understand that this application is considered current for 90-days. If I wish to be employment after this period I must fill out and submit a new application.	e considered for
BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE AB	3OVE STATEMENTS.
Signature Date	

AAA Quality Services, Inc. -- AAA Security, Inc. -- Knight Guard Alarm, Inc.

### **EMPLOYMENT VERIFICATION**

Date:\_

Applicant Name:

This report may contain information about you conpersonal characteristics, and mode of living, among obtained from a variety of sources, including but no employers, personal interviews with those who known	g other relevant things. This information may be of limited to, government agencies, past
I hereby authorize the release of information to any	and all schools and former employers.
Applicant Signature	Date
1. Company Name	
2. Reference Name:	Title:
3. Dates of employment From:	To:
4. Position Held	10.
5. Reason for leaving	
J. Reason for leaving	
6. Describe his/her job duties	
o. Describe his/her job duties	
7 H 11-/1	D11-2
7. How does he/she react in a stressful situation?	Please explain
8. What are his/her professional strengths?	
9. In what areas do you feel he/she can improve?	
10. What is your overall assessment of the candidate	ate?
11. Would this individual be eligible for rehire?	Explain

RETURN TO: HUMAN RESOURCES, P.O. BOX 535, FARMERSVILLE, CA 93223 PHONE (559) 594-1128 -- FAX (559) 594-9468 EMAIL: aaahr@aaaqsinc.com

Signature (Person conducting reference check)

Date