



**4444 Broadway, Suite 4A, Gary, IN 46408**

**Are you applying for the above Facility Location or Remote:** \_\_\_\_\_

In compliance with Federal and State employment opportunity laws, qualified applicants are considered for all positions without regard to race, creed, color, national origin, sex, age, disability, marital status, sexual orientation or citizenship status in all employment decisions.

**If a Partner Facility Location is open we will inform you in writing.**

Date of Application \_\_\_\_\_

Position(s) Applied for \_\_\_\_\_

First Name \_\_\_\_\_ M.I. \_\_\_\_\_ Last \_\_\_\_\_

Date of Birth \_\_\_\_\_

Phone # \_\_\_\_\_ Any Certifications: Yes or No

Specify Certification if applicable: \_\_\_\_\_

Current Address \_\_\_\_\_  
\_\_\_\_\_ How long? \_\_\_\_\_  
City State Zip Code years/months

Previous Address: \_\_\_\_\_  
\_\_\_\_\_ How long? \_\_\_\_\_  
City State Zip Code years/months

Previous Address: \_\_\_\_\_  
\_\_\_\_\_ How long? \_\_\_\_\_  
City State Zip Code years/months

Previous Address: \_\_\_\_\_  
\_\_\_\_\_ How long? \_\_\_\_\_



City

State

Zip Code

years/months

Have you ever worked for Steel City Staffing, LLC before? Yes or No

If so, Position \_\_\_\_\_ Dates From \_\_\_\_\_ To \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Are you now employed? Yes or No

If so, where? \_\_\_\_\_

If you are not employed, how long since you left your last job? \_\_\_\_\_

Why \_\_\_\_\_ N/A \_\_\_\_\_

\_\_\_\_\_

Who referred you? \_\_\_\_\_

Are you legally eligible for an employer? Yes or No

Are you able to meet the attendance requirements of the poo

Are you under 18 years of age?

\_\_\_\_\_

\_\_\_\_\_

### **Education History**

High School Name \_\_\_\_\_ Graduated? Yes or No

High School Address \_\_\_\_\_

College/University \_\_\_\_\_ Graduated? Yes or No

College/University Address \_\_\_\_\_

Other Education and/or Training:

\_\_\_\_\_ Graduated or Completed? Yes

or No

\_\_\_\_\_



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**Employment History**

Employer Name \_\_\_\_\_

Street \_\_\_\_\_ Suite # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position Held \_\_\_\_\_ Present? Yes or No

Time on job \_\_\_ months \_\_\_\_\_ Date From \_\_\_ To \_\_\_\_\_

If you are no longer with your employer, why? \_\_\_\_\_

ACCOUNT FOR PERIOD BETWEEN JOBS - Include dates (month/year) and reason \_\_\_\_\_

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Employer Name \_\_\_\_\_

Street \_\_\_\_\_ Suite # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position Held \_\_\_\_\_ Present? Yes or No

Time on job \_\_\_ months \_\_\_\_\_ Date From \_\_\_ To \_\_\_\_\_

If you are no longer with your employer, why? \_\_\_\_\_

ACCOUNT FOR PERIOD BETWEEN JOBS - Include dates (month/year) and reason \_\_\_\_\_

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Employer Name \_\_\_\_\_

Street \_\_\_\_\_ Suite # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position Held \_\_\_\_\_ Present? Yes or No

Time on job \_\_\_\_\_ months \_\_\_\_\_ Date From \_\_\_\_\_ To \_\_\_\_\_

If you are no longer with your employer, why? \_\_\_\_\_

If you have more on your employment record please write it on the back of this application or use another sheet of paper.

ACCOUNT FOR PERIOD BETWEEN JOBS - Include dates (month/year) and reason \_\_\_\_\_

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Employer Name \_\_\_\_\_

Street \_\_\_\_\_ Suite # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Position Held \_\_\_\_\_ Present? Yes or No

Time on job \_\_\_\_\_ months \_\_\_\_\_ Date From \_\_\_\_\_ To \_\_\_\_\_

If you are no longer with your employer, why? \_\_\_\_\_

\_\_\_\_\_

**Accident History**

If no accidents in the last 5 years? Yes or No

Dates	Nature of Accident	Fatalities	Injuries
Last accident			
Previous			



Prior			
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**Convictions and Forfeitures History**

Do you have any felonies, misdemeanors, or convictions or forfeitures within the last 10 years?  
Yes or No

Date of felony, misdemeanors, or convictions	Violation	State of Violation	Penalty

**Drivers License Information**

State	License Number	Expiration Date
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Do you have any other training or experience that would make you a good candidate for a security guard? \_\_\_\_\_

**References**

**Please list at least three references of people or businesses that can vouch for your character and who you are:**

1. Name \_\_\_\_\_ Position \_\_\_\_\_

Phone# \_\_\_\_\_ Years/months known \_\_\_\_\_

2. Name \_\_\_\_\_ Position \_\_\_\_\_

Phone# \_\_\_\_\_ Years/months known \_\_\_\_\_



3. Name \_\_\_\_\_ Position \_\_\_\_\_

Phone# \_\_\_\_\_ Years/months known \_\_\_\_\_

**TO BE READ AND SIGNED BY APPLICANT**

I authorize you to make such investigations and inquiries of my personal, employment, financial or medical history and other related matters as may be necessary in arriving at an employment decision. (Generally, inquiries regarding medical history will be made only if and after a conditional offer of employment has been extended.) I hereby release employers, schools, health care providers and other persons from all liability in responding to inquiries and releasing information in connection with my application.

“I understand that information I provide regarding current and/or previous employers may be used,, and those employer(s) may be used, and those employers may be contacted for the purpose of investigating my safety performance history as required by 49 CFR 391.23(d) and (e). I understand that I have the right to:

- Review information provided by current/previous employers.
- Have errors in the information corrected by previous employers and for those previous employers to re-send the corrected information to the prospective employer; and
- Have a rebuttal statement attached to the alleged erroneous information. If the previous employer(s) and I cannot agree on the accuracy of the information.”

**APPLICANT STATEMENT** - I Certify that all the information I have provided in order to apply for and secure work with Steel City Staffing, LLC is true, complete and correct. I am aware that I am applying for work for a company involved with security of people and the business’s premises. I understand that any information provided by me that is found to be false , incomplete or misrepresented in any respect, will be sufficient cause to cancel further consideration of this application or immediately discharge me from the employer’s service whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal or professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives seeking, gathering and using such information in the employment process and all



other persons, corporations or organizations for furnishing such information about my background to Steel City Staffing, LLC.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing an applicant from consideration for employment on a basis prohibited by local, state or federal law.

I understand that this application remains current for 1 year. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and complete a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an employment agreement or contract for employment for any specified period or defined duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer president.

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.**

I certify that I have read and fully understand and accept all terms of the foregoing Applicant Statement and certify that this application was completed by me and that all entries on it and information in it are true and complete to the best of my knowledge.

Signature of Applicant \_\_\_\_\_



### Authorization to Obtain Employment Background Report

I have read the Disclosure Regarding Employment Background Report provided by Steel City Staffing, LLC (SCS, llc) and this Authorization to Obtain Employment Background Report. By my signature below, I hereby consent to the preparation by \_\_\_\_\_

\_\_\_\_\_, a consumer reporting agency

located at \_\_\_\_\_

Phone #( ) \_\_\_\_\_, [www. \\_\\_\\_\\_\\_](#)

Of background reports regarding me and the release of such reports to the COMPANY and its designated representatives, to assist the COMPANY in making an employment decision involving me at any time after receipt of this authorization and throughout my employment, to the extent permitted by law. To this end, I hereby authorize, without reservation, any state or federal law enforcement agency or court, educational institution, motor vehicle or employer to furnish any and all information regarding me to \_\_\_\_\_ and/or the said COMPANY itself, and authorize \_\_\_\_\_ to provide such information to the COMPANY. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Today’s Date