



Principle Business Enterprises, Inc.
 Pine Lake Industrial Park
 P.O. Box 129
 Dunbridge, OH 43414-0129
 Phone: 419-352-1551 or 1-800-467-3224
 Fax: 419-352-8340

Application for Employment

This application becomes Void
 After 6 months.

**We Are an Equal
 Opportunity Employer**

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, ancestry, age, marital or veteran status, or non-job related conditions or handicap.					Date		Social Security Number			
Name – Last			First		Middle					
Home Address – Street			City		State		Zip Code	Telephone Number		
Temporary Address			City		State		Zip Code	Telephone Number		
Position Applying for			1.			2.			Salary / Rate Expected	
Who referred you to us for employment?			Date Available		Available for: Full Time		Part-Time	Shift Work	Temporary	
					<input type="checkbox"/>		<input type="checkbox"/>	1 2 3	<input type="checkbox"/>	
Have you filed an application here before?			<input type="checkbox"/> yes	<input type="checkbox"/> no	If yes, when?					
Have you been employed here before?			<input type="checkbox"/> yes	<input type="checkbox"/> no	If yes, give dates: from _____ to _____					
Are you prevented from lawfully becoming employed in this country because of visa or immigration status? (Proof of citizenship or immigration status will be required upon hire.)										
<input type="checkbox"/> yes <input type="checkbox"/> no										
Any restrictions on travel?			Any restrictions on relocation?			If yes, explain				
<input type="checkbox"/> yes <input type="checkbox"/> no			<input type="checkbox"/> yes <input type="checkbox"/> no							
Have You Ever Been Convicted of Anything Other Than Minor Traffic Violations?			If Yes, When?		Where?		Reason			
<input type="checkbox"/> yes <input type="checkbox"/> no										
*A conviction will not necessarily be a bar to employment.										
EDUCATION	Name & Address of School			Years Completed				Course of Study	Degree/Diploma	Grade Point Average
High School				9 10 11 12						
College/Trade School				1 2 3 4						
Graduate School				1 2 3 4						

(over)

List References

Name	Address	Telephone #	Profession or Position	How Long Known

Previous Employment (Most Recent First)

Employer (Full Name and Address)	Dates		Immediate Supervisor	Nature of Duties	Rate	Reason for Leaving
	From Mo. Yr.	To Mo. Yr.				

Military

Date Entered	Date Discharged	Was Discharge Honorable?

I understand that this application does not constitute an employment contract or an offer of employment. I further understand that if I am offered a position of employment, that my employment will be "at will," and that either I or Principle Business Enterprises, Inc. may terminate the employment at any time for any reason. I also understand that no individual representative of Principle Business Enterprises, Inc., other than the president, may alter this employment relationship, either verbally or in writing. I understand that I must at all times abide by Principle Business Enterprises, Inc. rules and regulation.

I authorize the investigation of all statements contained herein and authorize the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise. I further release and agree to hold harmless the company and all parties providing information from all liability for any claim or damage that may result from furnishing such information to you.

I understand that any false information provided on this application or at the time of any interview(s) may be cause for discharge.

I certify that the information I have given on this application is true and complete to the best of my knowledge and belief.

Applicants Signature

Date

**INVITATION TO IDENTIFY
FOR
APPLICANTS**

PRINCIPLE BUSINESS ENTERPRISES is an equal opportunity and affirmative action employer. Our organization may have contracts with federal, state or local governments and be required to maintain information, separate from the application form, on individuals who apply for employment. We invite you to provide this information about yourself by completing this form.

PROVIDING THIS INFORMATION IS STRICTLY VOLUNTARY. IF YOU CHOOSE NOT TO PROVIDE IT, THERE WILL BE NO ADVERSE EFFECT ON YOUR CONSIDERATION FOR EMPLOYMENT. ANY INFORMATION YOU PROVIDE WILL BE HELD CONFIDENTIAL.

Name: _____ Date _____

Position Applied for (*List one only*) _____

Referral Source (Ad, Employee Referral, etc.) _____

Sex: Male _____ Female _____

Race: (*Circle one Only*) _____

Caucasian
Black
Hispanic
Asian or Pacific Islander
American Indian or Alaskan Native

Vietnam Era Veteran: _____ Yes _____ No

(Defined as: (A) a veteran who served in the military, ground, naval or air service of the U.S. on active duty for more than 180 days and was discharged or released with other than a dishonorable discharge, if any part of the active duty occurred: (i) in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or (ii) between August 5, 1964 and May 7, 1975, in all other cases; or (B) was discharged or released from active duty for a service-connected disability if any part of active duty was performed: (i) in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or (ii) between August 5, 1964 and May 7, 1975, in all other cases.)

PRINCIPLE BUSINESS ENTERPRISES is an equal opportunity and affirmative action employer and considers all applicants for employment based on non-discriminatory, job-related factors.

AUTHORIZATION FOR RELEASE OF INFORMATION AND FOR THE PROCUREMENT OF A BACKGROUND REPORT

I consent to have a consumer report made as to my credit history, employment history, motor vehicle driving record, social security information, criminal record, and other pertinent information for employment purposes, including initial hiring decisions, promotions, reassignments, and/or retention. I hereby authorize Principle Business Ent. to obtain a background report containing the foregoing information from Express Screening, P.O. Box 812289, Boca Raton, Florida 33481.

I am aware that the background report I consent to have prepared may include information obtained from a variety of sources, including but not limited to government agencies, national credit reporting agencies, and others. I am aware that if I choose, I may obtain a complete disclosure of the nature and scope of any report prepared about me if I make a written request to Express Screening within a reasonable time after I execute this authorization.

I also authorize and request every person, firm, company, corporation, governmental agency, court, law enforcement office, and any other entity having control or possession of any information pertaining to me or my background to furnish same to any requesting party.

By this Authorization for Release of Information and for the Procurement of a Background Report, I hereby forever release, discharge, exonerate, hold harmless and indemnify Express Screening, its affiliates, employees, representatives, agents, and subcontractors, and any other person, entity, organization or institution furnishing information to them from any and all liabilities of every nature and kind, including but not limited to claims for libel, slander, invasion of privacy, related tort claims, misuse of information obtained from Express Screening, and any other claim or cause of action arising out of the furnishing, inspection or copying of any documents, files, records, and other information, or the investigation made by or on behalf of Express Screening, unless such release is determined to violate the public policy of the state or federal district in which this contract is executed, and in that event this release will be permitted to the maximum extent allowed by the governing law.

I understand that a photocopy or facsimile of this signed document shall be considered as valid as an original.

IMPORTANT! SATISFACTORY TO CONTACT PRESENT EMPLOYER? YES NO

DATE

APPLICANT'S SIGNATURE

Printed Name: _____ Social Security No. _____ †

Address: _____ Birthdate: _____ †

City/State/Zip: _____

†Responses to these questions are completely voluntary. You need not respond to have your application considered. However, without this information, we may be unable to distinguish you from another person in the event we discover adverse information during our background investigation.