

Pre-Screen Questionnaire

Please fill out pre-screen completely. Any missing information may preclude you from proceeding to the next step in the application process.

Do not write in this box.

Start App/Apt _____

End App/Apt _____

App

Testing

Release

Date: _____

Name: _____

Social Security #: _____

Address: _____ City, State, ZIP _____

Email address: _____ Phone Number _____

Most Recent Job in your field of interest:

Company: _____ Dates of Employment: _____ to _____

Position/Responsibilities: _____

Reason for leaving: _____

Are you interested in moving out of state for a job? Yes No

Have you done temporary work before? Yes No

What type of assignment are you most interested in?

assembly machine operation office/clerical warehouse medical other _____

What are your minimum wage requirements? _____

Are you interested in Full Time Part Time (# of hours _____) Shift preference 1st 2nd 3rd Any

What area of town or what state are you willing to work? _____

Do you have reliable transportation? Yes No

If yes, how will you get to work?

Own car Bus line Car pool Bicycle Walk Taxi

Do you have a high school diploma or equivalent? Yes No

Do you have the WorkKeys National Career Readiness Certificate? Yes No

If yes, what level have you achieved? Gold silver Bronze

If no, would you be willing to obtain a National Career Readiness Certificate if it were offered at no cost to you? Yes No

Have you ever been convicted of or pled guilty or no contest with respect to a felony? Yes No

Please explain: _____

Have you ever been convicted of or pled guilty or no contest with respect to a misdemeanor? Yes No

Please explain: _____

Do you have any felony or misdemeanor charges pending against you now? Yes No

Please explain: _____

Application Policies- Please Read and Sign

- We do not always hire everyone who applies.
- We may not interview you today. We may call you another day for an interview.
- We do not always make hiring decisions instantly. Depending upon the number of applicants, decisions may take several days.
- We do not discuss our hiring decisions with applicants.
- We will call you if we have a job for you.
- We are an Equal Opportunity Employer.

I have read, understand and agree to cooperate with these policies. I also understand that the information I provide about myself on application forms, tests, releases and during interviews will be used in making hiring decisions, and I consent to it being used for this purpose.

Signature of Applicant _____ Date _____

Print Name _____