

MEMBER'S BUILDING MAINTENANCE ("Company") APPLICATION FOR EMPLOYMENT

Date of Application: ____ / ____ / ____

GENERAL INFORMATION

Full Name (Last, First): _____	Social Security No.: ____ - ____ - ____
Street Address _____	Primary Phone No: (____) ____ - ____
City _____ State ____ Zip _____	Alternate Phone No: (____) ____ - ____
Mailing Address (if different from the above address): _____	
Are you age 18 or older? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(Type in X or leave blank. Company must verify that applicant is of legal minimum age to work if "No")</i>	
Have you ever been convicted of or plead guilty to a felony offense? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(Type in X or leave blank.)</i> If yes, please briefly describe the circumstances of your conviction, indicating the date, nature and place of the offense and disposition of the case (A criminal conviction will not necessarily bar you from employment. The Company will need to review the relevant circumstances). _____ _____	
**** Emergency Contact and Notification ****	
Name (Last, First): _____	Primary Phone No: (____) ____ - ____
Address: _____	

EMPLOYMENT DESIRED AND A AVAILABILITY

Position(s) applying for: _____	Salary/Wage desired: _____ per _____ <small>(Hour, Week, Month, Year)</small>
Have you ever been employed with us before? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(If yes, give exact or approximate date.)</i> Date: ____ / ____ / ____	
Date available to work: ____ / ____ / ____	Shift: Day <input type="checkbox"/> Evening <input type="checkbox"/> Night <input type="checkbox"/> Do you have transportation? Yes <input type="checkbox"/> No <input type="checkbox"/>
Days you are available to work: Sunday <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/>	
Are you legally authorized to work in the U.S.A.? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(Proof of Such Lawful Work/immigration Status Will Be Required Prior To Hire)</i>	
What are your reasons or goals for seeking the above position(s)? _____	

EDUCATION / SKILLS

	Name and Location	Years Attended	Degree/Graduated?	Major / Subject Studied
High School				
College / University				
Trade, Business, etc.				
Other				

Describe any experiences, skills or qualifications which would be of special benefit in the job for which you are applying.

EMPLOYMENT RECORD

Are you currently employed? Yes No

Have you ever served in the U.S. Armed Forces? Yes No

Employer Name 1 _____ From: ___/___/___ To: ___/___/___ Current/Most Recent? Yes No

Street Address _____ Phone No: (____) _____ - _____ Weekly Wages: \$ _____

City _____ State ___ Zip _____ Supervisor _____ Phone No: (____) _____ - _____

Position / Duties _____ Can we contact your supervisor? Yes No

Reason for Leaving _____ (use back of this page if needing more space)

Employer Name 2 _____ From: ___/___/___ To: ___/___/___ Current/Most Recent? Yes No

Street Address _____ Phone No: (____) _____ - _____ Weekly Wages: \$ _____

City _____ State ___ Zip _____ Supervisor _____ Phone No: (____) _____ - _____

Position / Duties _____ Can we contact your supervisor? Yes No

Reason for Leaving _____ (use back of this page if needing more space)

Employer Name 3 _____ From: ___/___/___ To: ___/___/___ Current/Most Recent? Yes No

Street Address _____ Phone No: (____) _____ - _____ Weekly Wages: \$ _____

City _____ State ___ Zip _____ Supervisor _____ Phone No: (____) _____ - _____

Position / Duties _____ Can we contact your supervisor? Yes No

Reason for Leaving _____ (use back of this page if needing more space)

Please explain all employment gap or unemployment period: _____

Have you ever been terminated from employment? Yes No Please explain if yes: _____

YOUR EXPERIENCE

Use this space to give us other information about your personal quality, work style, interpersonal/communication skills or other work experience that will help us to better understand your qualification and consider you for the position: _____



Certification and Signature

I, the applicant, certify that all information given on this application is true, correct and complete to the best of my knowledge. I also certify that I have accurately accounted for all of my work history and experience for the past 10 years, as well as any relevant training on this application, and that I have not knowingly withheld any fact or circumstance which would, if disclosed, affect my application unfavorably.

The Company is hereby authorized to make any investigation or inquiry of my past employment (including current employment if I indicated above this would not pose any difficulty), education background, credit or criminal history through any investigative agencies or bureaus of its choice. I release all relevant parties from all liability for any damages through its agents, to communicate with my past or prospective employers regarding my employment and work history.

I understand that an offer of employment and continued employment with the Company is contingent upon my furnishing satisfactory proof of my authorization to work in the United States.

If employed by the Company, I agree to abide by its work policies, rules and regulations. I understand that discovery or misrepresentations or omission of facts herein will make me ineligible for employment or will be cause for immediate dismissal. I agree to furnish additional information as may be required to complete my employment file. I understand that operating conditions may require me to temporarily work shifts other than the one for which I am applying and I agree to such scheduling change as directed by my supervisor.

I understand that any offer of employment made to me is subject to completion of the Medical Examination and Mobility Evaluation and that my continued employment may be conditioned upon my continued ability to perform all essential job functions, with or without reasonable accommodation, and successful drug/alcohol screening. I also agree that all of my personal information and evaluation can be supplied to the authorized agent of this Company, upon their request.

ARBITRATION AGREEMENT

The Company and applicant ("Applicant") mutually agree, if elected in accordance with this Arbitration Agreement, to the resolution, through final and binding arbitration, of any and all legal or equitable disputes or claims between them, including but not limited to those claims or disputes relating to or arising from or out of the employment relationship or hiring process between the Company and Applicant, including, without limitation, claims and disputes pertaining to Applicant's hiring, failure to hire and separation from employment, employee benefit plans, discrimination, retaliation, wrongful termination, compensation, statutory claims, contracts and torts of any kind. The Company and Applicant agree that, in the event either party, or their representatives, successors or assigns, brings an action in a court of competent jurisdiction relating to or arising out of the employment relationship, including the application process, between such parties, either Applicant, the Company, or both, may, at any time, within 90 days of the service of the lawsuit papers upon the other party, require all or part of the dispute to be arbitrated. If the election to arbitrate is exercised, the party making the arbitration election shall give written notice to the other party and to the court where the action is pending. The arbitration shall be in accordance with the then-current Employment Dispute Resolution Rules of the American Arbitration Association ("AAA"). The arbitrator shall issue a written decision and award, if any, stating the reasons therefore. The decision and award shall be final and binding on the Applicant, the Company, their heirs, executors, administrators, successors and assigns. Provided, however, the parties agree that the arbitrator shall not make any award for and the parties waive any rights to an award of any punitive or exemplary damages. The arbitration filing fee and the costs and expenses of the arbitrator and hearing shall be borne evenly by the parties. However, each party shall bear their own legal costs related to retention of legal counsel. It is the intention of the parties that this Agreement shall be enforceable under the Texas General Arbitration Act, the Federal Arbitration Act and at common law. The arbitration hearing and all related proceedings shall be conducted in Dallas County, Texas, unless otherwise agreed. Applicant understands that any reference in this Arbitration Agreement to the Company will be a reference to: Member's Building Maintenance, LLC., the Company referenced herein; Applicant's employer; the Company's managing agents, owners, employees and partners, and to all parent and subsidiary entities and other entities and individuals affiliated with the Company, including all employee benefit plans, their sponsors, administrators, affiliates, and all successors, assigns employees, owners and agents of any such entities.

I understand that this is an application for at-will employment and that no employment contract, either express or implied, is being offered. I also understand that if employed, such employment is for an indefinite period and can be terminated at will by either party, with or without notice, at any time, for any or no reason, and is subject to change in wages, conditions, benefits and operating policies at the sole discretion of the company.

Applicant's Signature

Applicant's Printed Name

Date

RELEASE OF EMPLOYMENT INFORMATION/RECORDS BY APPLICANT

I, _____ hereby authorize Member's Building Maintenance to investigate all facts contained in my application for employment with said company, and authorize the release of any and all information by my present (if indicated on application that this would not pose any difficulty) and past employers, wherever located, which may be required for a reference check. I further authorize all of my previous employers and current employer to give any and all information concerning my employment and any other pertinent information which said employers may have, personal or otherwise, and I release all parties from all liabilities for any damages which may result from the furnishing of said information.

A copy of this release shall be as valid as the original.

_____ Applicant's Signature	_____ Applicant's Printed Name	_____ Date
_____ Witness Signature	_____ Printed Name of Witness	_____ Date

**Consent to Perform Criminal History/Background Check
In Compliance with the FCRA (Fair Credit Reporting Act)**

Last Name: _____ First Name: _____ Middle Name/Initial: _____

Alias, maiden, or other name(s) used in any and all other records of birth or records of residence.

* Address _____ City _____ State _____ Zip _____

** Date of Birth: _____(MM/DD/YY) Social Security Number: _____ Gender: Male Female

*AS SHOWN ON THE ORIGINAL APPLICATION

** BE USED FOR CRIMINAL HISTORY CHECKS ONLY AND NOT A PART OF THE PERSONNEL FILE.

I, _____, am an applicant for employment / volunteerism with Company and have been advised that as a part of the application process, the company conducts a criminal history background check, I do hereby consent to the company use of an information provided during the application process in performing the criminal history check. The company has informed me that I have the right to review and challenge any negative information that would adversely impact a decision to offer employment / volunteerism. In addition, I have been informed that I will have a reasonable opportunity to clear up any mistaken information reported within a reasonable time frame established within the sole discretion of the company. Under the Fair Credit Reporting Act. I have been advised that upon request I will be provided the name, address and telephone number of the reporting agency as well as the nature, substance and source of all information.

The following are my responses to questions about my criminal history (if any).

1. Yes No Have you ever been convicted or plead guilty before a court for any federal, state or municipal criminal offense? (exclude minor traffic misdemeanors). If yes, please provide details below.

State: _____ County: _____ Date of Offense: _____

Details of Conviction: _____

2. Yes No Have you ever been convicted or plead guilty before a court for any federal, state or municipal criminal offense? (exclude minor traffic misdemeanors). If yes, please provide details below.

State: _____ County: _____ Date of Offense: _____

Details of Conviction: _____

3. Yes No Have you ever received probation or community supervision for any federal, state or municipal offense? If yes, please provide details below.

State: _____ County: _____ Date of Offense: _____

Details of Conviction: _____

Applicant Signature

Date