

# Hutcherson Virtual Services, LLC

## Questionnaire

If you were offered a position today, what items below would you already have? (check all that apply).

☐ Computer      ☐ Home Office (quiet place to work with no interruptions)  
☐ Laptop      ☐ Headset  
☐ Landline Phone      ☐ Internet

What kind of Internet connection do you have?

☐ Modem  
☐ Dial up  
☐ WIFI  
☐ Other (explain) \_\_\_\_\_

Do you have a dedicate landline for taking phone calls? Yes ☐ No ☐

What features do your landline phone have? \_\_\_\_\_

What kind of shift are you interested in working? (check all that apply)

☐ Full-time  
☐ Part-time  
☐ Split  
☐ Flexible

Do you have any Sales experience? Yes ☐ No ☐

Do you have any Customer Service experience? Yes ☐ No ☐

Do you have Tech Support Experience? Yes ☐ No ☐

***Adequate Training is provided for each position. Depending on the position, training can be 2 – 4 weeks (Monday thru Friday). Will you be able to commit to scheduled training hours?***

Yes ☐ No ☐

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Email address: \_\_\_\_\_

**Thank you for taking the time to complete the questionnaire. Please send it to the Human Resource Department. [HR@hutchersonvirtualservices.com](mailto:HR@hutchersonvirtualservices.com)**