

ACAC INC.

APPLICATION FOR EMPLOYMENT

Instructions: Please print plainly and answer every question. Your statements will be kept confidential. If more space is needed add additional pages.

Date: _____

PERSONAL

Name(Last) _____ (First) _____ (Middle) _____

Social Security No. _____ Telephone No. (Area Code) _____

Present Address _____

City _____ State: _____ Zip: _____

How long have you lived at your present address? _____

How long did you live at your previous address? _____

Do you have any relatives that we employ? _____

If yes, name and relationship _____

Do you have any personal acquaintance that we employ? _____

If yes, name _____

POSITION

By order of preference what type of position are you seeking? 1.) _____

2.) _____ 3.) _____

At what salary would you expect to work? _____

How did you happen to apply for this position? _____

If there is any reason that you would not relocate, please explain _____

GENERAL INFORMATION

Have you ever been convicted of a felony or any other crime involving dishonesty, theft, or breach of trust? _____

If yes, explain _____

(A conviction record does not necessarily prevent an applicant from obtaining employment.)

Have you ever been refused bonding? _____ If yes explain _____

Are you currently using any illegal drugs? _____

AUTOMOBILE

Have you ever had a moving traffic violation or suspension of your license? _____

If yes, explain _____

Year and make of any automobiles owned. 1.) _____ 2.) _____

Additional information may be requested from the applicant to enable the company to obtain a MVR. The information from a MVR is required before a final decision for hire can be made if the job you are applying for requires driving.

EDUCATION

SCHOOL	NAME AND LOCATION	COURSE OF STUDY	CIRCLE LAST YEAR COMPLETED	DID YOU GRADUATE?	LIST DIPLOMA OR DEGREE
HIGH SCHOOL	Name _____ Location _____	Avg. Grade _____ Typing WPM _____	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
COLLEGE	Name _____ Location _____	Major _____ Gr.Pt. Avg. _____ of _____ System	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
OTHER (Specify master's degree, technological courses, correspondence courses, etc.)		Grade Pt. Avg. _____ of _____ System			

PERSONAL REFERENCES

(Do not list former employers or relatives)

NAME AND OCCUPATION	ADDRESS	TELEPHONE NUMBER
1.		
2.		
3.		

APPLICANT'S WORK EXPERIENCE
(Account for all periods of employment including the United States military service.)

Name of Present or Last Employer _____		
Address _____	Phone No. _____	
Name of Supervisor _____	Starting Date _____	Ending Date _____
Final Rate of Pay _____	Occupation _____	
Nature of Work Done _____		
Reason for Leaving _____		

Name of Employer _____		
Address _____	Phone No. _____	
Name of Supervisor _____	Starting Date _____	Ending Date _____
Final Rate of Pay _____	Occupation _____	
Nature of Work Done _____		
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Final Rate of Pay _____	Occupation _____	
Nature of Work Done _____		
Reason for Leaving _____		

What goals do you hope to achieve with Approved Cash Advance?

As you see yourself, what would you list as your strong points?

What would you list as your weak points?

What types of people do you enjoy the most?

Give any other information that you consider would complete the picture of your background, qualifications, and interests such as : future education plans, extra-curricular activities, non-scholastic honors, memberships in honorary societies, hobbies, civic, fraternal and charitable organizations. (Exclude all information indicative of race, creed, color, national origin or religion.)

**PLEASE READ CAREFULLY
APPLICANTS CERTIFICATION AND AGREEMENT**

I hereby certify that the facts set forth in the above application for employment are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice. * You are authorized to obtain a consumer report for employment purposes pursuant to the Fair Credit Reporting Act, 15 U.S.C. § 681 et seq.

Date _____ Applicant's Signature _____

*Note: The provisions of the Fair Credit Reporting Act will be applicable if a credit report on the applicant is obtained and considered.

(This section for employer's use only)

Interviewers Comments _____

Interviewer _____ Date of interview _____