



1650 Cambria Street
Christiansburg, VA 24073

EMPLOYMENT HISTORY

Are you currently employed? _____ May we contact your current employer? _____

Please list your last 3 employers and dates of employment (starting with your present or most recent employer):

1.

Employer's Name	Address	Phone No.
Your title	Starting date-Ending date	Salary (Starting-Ending)
Who you report to & his/her title	Why are you/did you leave?	
What did you like best about this job?	What did you like least about this job?	

2.

Employer's Name	Address	Phone No.
Your title	Starting date-Ending date	Salary (Starting-Ending)
Who you report to & his/her title	Why are you/did you leave?	
What did you like best about this job?	What did you like least about this job?	

3.

Employer's Name	Address	Phone No.
Your title	Starting date-Ending date	Salary (Starting-Ending)
Who you report to & his/her title	Why are you/did you leave?	
What did you like best about this job?	What did you like least about this job?	

MILITARY RECORD

Have you ever served in the military? _____ Dates? _____



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EDUCATION

High School:

Name/Location	Number of years completed	Graduated ?
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College:

Name/Location	Number of years completed/ degree	Graduated ?
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Other Education/Training:

Describe

Please list any skills or qualifications that you would like to tell us about (for example: **second languages**, computer skills, typing skills, **telemarketing skills**, etc.)

CHARACTERISTICS & OTHER INFORMATION

Please answer each question briefly:

- 1) If you were in charge of hiring telephone collectors what traits would you look for in a possible candidate?

- 3) Briefly Explain why attendance standards and employee attitudes are important to employers.

- 4) How did you hear about our company?

- 6) What is the minimum starting rate of pay (per/hr) that you would accept? _____



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I UNDERSTAND AND AGREE THAT:

- ▶ Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of, or if employed, termination from employment.
- ▶ It is my understanding that e-Recovery Solutions will make a thorough investigation of my entire work and education history, and may verify all dates given in my application for employment, resume, or personal interview. I authorize such investigation and the giving of or receiving of any information requested and I release from liability any person giving or receiving of any such information. I understand that falsification of date so given or discovered as a result of this investigation may prevent my being hired, or if hired, may subject me to immediate dismissal.
- ▶ The employment relationship between e-Recovery Solutions and all employees is an At-Will Relationship. I agree my employment may be terminated by e-Recovery Solutions at any time without liability for wages or salary except such as may have been earned at the date of such termination. If requested by the management of e-Recovery Solutions at any time, I agree to submit to search of my personal effects and hereby waive all claims for damages on account of such examination. I authorize my physician healthcare provider to release any information which may be necessary to determine my ability to perform the duties of a job I am being considered for prior to employment or in the future during my employment with e-Recovery Solutions, et al.
- ▶ Although the management of e-Recovery Solutions makes every effort to accommodate individual preferences, business needs may at times make the following conditions mandatory:
overtime, flexible work schedule, make-up of time due to business closure
- ▶ I understand that if I am employed, such employment is an indefinite period of time and that e-Recovery Solutions can change wages, benefits and conditions at any time.
- ▶ e-Recovery Solutions reserves the right to conduct pre-employment drug screening as well as random drug tests once employed.
- ▶ e-Recovery Solutions is an equal opportunity employer and selects the best matched individual for the job based upon job-related qualifications.

I have read and understand the above. I further understand that this is an application for employment and that no employment contract is being offered.

Signature _____ Date: _____