



# CMG APPLICATION FOR EMPLOYMENT

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS AND A BACKGROUND CHECK WILL BE COMPLETED

PLEASE COMPLETE PAGES 1-5

DATE 5-13-15

Name Erickson Danielle Johanna Swanson  
Last First Middle Maiden

Present address 59424 City Rd 74  
Number, Street  
Millville MO 65957  
City State Zip

Social Security No. 475-21-3835

Telephone 801-220-5054

E-Mail KDErickson2012@hotmail.com

If under 18, please list age \_\_\_\_\_

Referred by \_\_\_\_\_

Position applied for (1) Quality Assurance  
and salary desired (2) \$ 15.00  
(Be specific)

Shift available to work  
1<sup>st</sup>   
2<sup>nd</sup> \_\_\_\_\_  
3<sup>rd</sup> \_\_\_\_\_

How many hours can you work weekly? 40

Can you work nights? no

Employment desired FULL-TIME ONLY PART-TIME ONLY \_\_\_\_\_ FULL- OR PART-TIME \_\_\_\_\_

When available for work? ASAP

Do you have responsibilities or commitments that will prevent you from meeting specified work schedules?  
 No \_\_\_ Yes If so, please explain \_\_\_\_\_

Do you anticipate any absences from work on a regular basis?  
 No \_\_\_ Yes If so, please explain \_\_\_\_\_

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	<u>Wasson-mont</u>	<u>Wasson, MO</u>	<u>12</u>	<u>Diploma</u>
College				
Bus. or Trade School				
Professional School				

APPLICATION FOR EMPLOYMENT

DO YOU HAVE A DRIVER'S LICENSE?  Yes \_\_\_ No

What is your means of transportation to work? own vehicle

Driver's license number 0183099374718 State of issue MN

Operator \_\_\_ Commercial (CDL) \_\_\_ Chauffeur \_\_\_

Expiration date 7-11-15

Have you had any accidents during the past three years? \_\_\_ Yes  No

If so, how many? \_\_\_\_\_

Have you had any moving violations during the past three years? \_\_\_ Yes  No

If so, how many? \_\_\_\_\_

Please list two references other than relatives or previous employers.

Name SEE RESUME Name \_\_\_\_\_

Position \_\_\_\_\_ Position \_\_\_\_\_

Company \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

APPLICATION FOR EMPLOYMENT

**MILITARY**

HAVE YOU EVER BEEN IN THE ARMED FORCES? \_\_ Yes  No

ARE YOU NOW A MEMBER OF THE RESERVE OR NATIONAL GUARD? \_\_ Yes  No

Branch \_\_\_\_\_ Specialty \_\_\_\_\_

Date Entered \_\_\_\_\_ Discharge Date \_\_\_\_\_

**WORK EXPERIENCE**

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name <u>SEE RESUME</u>	Supervisor name _____	
Position _____	Employment dates	Pay or salary
Company _____	From	Start
Address _____	To	Final
Telephone (____) _____	Your last job title _____	
Reason for leaving (be specific) _____		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.		

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## APPLICATION FOR EMPLOYMENT

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May we contact your present employer?  Yes  No

Did you complete this application yourself  Yes  No

If not, who did? \_\_\_\_\_

**PLEASE READ CAREFULLY  
APPLICATION FORM WAIVER**

In exchange for the consideration of my job application by Corporate Management Group, Inc.,

I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements and the like as they may exist from time to time, or other company practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee of Corporate Management Group, Inc. (CMG), or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by an officer of CMG. Both the undersigned and CMG may end the employment relationship at any time, without specified notice or reason. If employed, I understand that CMG may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts will result in my disqualification from consideration for employment or, if discovered after I begin employment, will result in my termination. I hereby give CMG permission to contact schools, all previous employers (unless otherwise indicated), references and others and hereby release CMG from any liability as a result of such contact.

I understand that a comprehensive background check may be conducted to determine my eligibility for hire by CMG. This may include but is not limited to, investigations of criminal and/or conviction records, driving records and/or a drug screen test as required by clients, government regulations or by CMG policies.

I release CMG and other persons or entities from any claims that might be based on CMG's decision to conduct a background check.

I understand that, in connection with the routine processing of your employment application, CMG may request from a consumer reporting agency an investigative consumer report including information as to my credit records, character, general reputation, personal characteristics and mode of living. Upon written request from me, CMG will provide me with additional information concerning the nature and scope of any such report requested by it, as required by the Fair Credit Reporting Act.

I further understand that my employment with CMG shall be probationary for a period of ninety (90) days and further that at any time during the probationary period or thereafter, my employment relationship with CMG is terminable at will for any reason by either party.

Signature of applicant

Danielle J. Cuth Date: 4-13-15

4m  
4/7

QIA

11:30A 4/13

59424 County Road 74  
Millville, MN 55957  
(507) 226-5054  
KDErickson2012@hotmail.com

## DANIELLE JOHANNA ERICKSON

### OBJECTIVE

Obtain a position at Reichel Foods as a Quality Assurance Technician where I can grow my knowledge in food manufacturing.

### SKILLS & ABILITIES

Over the years I have learned my way around a computer and I have self-taught myself through several different programs.

- Microsoft Office 2010 and 2013 version- creating invoices, spreadsheets and displaying designs
- Flexi is my design program, in this program I create designs
- Quick books to keep Crazy 8 Designs books organized
- Microsoft Works used for invoiced before upgrading
- 3M Reader- used to run antibiotic for results
- CorelDrawx7 - Newest design program I have learned

### EXPERIENCE

#### **GRAPHIC DESIGNER, Crazy 8 Design & Decals February 2010 to current**

I currently run my own business at home, although I find it becoming more of a hobby instead of a career. I would like to continue doing this on the side to keep busy; with this I motivate myself to build something from the ground up. I took a brief course at RCTC to see if I would like to pursue in the field of graphic design but, realized it was something I could learn better self-taught. I have done nothing but self-learn everything I needed to know about it. I have a digital printer that can print anything from a sticker to a t shirt. I have done nothing but motivate and push myself to learn everything I needed to succeed in my business and I have been doing just that for 5 years. I use a variety of computer programs such as, Microsoft 2013, CorelDrawx7, Flexi-Starter and also QuickBooks's. I design digital logos, format business

cards, canvas, etching, commercial lettering, metal signs banners and photo printing.

- Entrepreneur by creating my own business
- Motivation to keep up a good work ethic
- Organization on keeping a nice work flow
- Communication Skills with getting the perfect design for customers
- Reliable to make sure things get to customers in a timely manor

### **QUALITY ASSURANCE, Plainview Milk Products**

#### **September 2012 to July 2014**

As Quality Assurance we make sure products made and received in plant is up to certain codes and the overall quality of the product is perfect. We plate cow samples received from farms, also outgoing and incoming loads to the plant. We document every sample and truck received in Excel Spreadsheets and online websites. When I first started at Plainview Milk Products everything was documented in notebooks I crossed everything over into Excel and created my own templates for our day to day logging needs. Cleaning is a must all day every day, being in the dairy work cleanness is a must. All trucks get weighted in and out which puts math skills to use all day to figure out there weights to decipher how much they are off in weight compared to their farm ticket. Communication skills are used for milk carriers and office to make sure things are correct on paperwork. We also call patrons with the results for cow samples that are brought into the creamery. Organization is key in the lab. I am currently the leader in running the lab and keeping it organized with documentation as in plating result, truck scale, and purchase orders.

- Advanced in Microsoft Excel on documenting results
- Developed great communication skills while dealing with delivery carriers
- Revamped by changing and improving lab
- Responded to results as patrons called
- Documentation of incoming and outgoing loads
- Prepared and organized purchase orders

## **FRONT DESK/PARTS SALES, S & S Auto Salvage & Repair**

**2006 to 2008**

S & S Auto Salvage & Repair was my father's business. I have been around the repair business all my life. While I worked at S & S I would run the front desk. Front desk entailed to answering phones, helping walk in customers, working with our computer data base for location of parts to see if it needs to be pulled off a car or going into the warehouse also bringing the located parts to customer's cars and or getting them ready to be shipped. Entering new parts into the system. Cleaning is a must and was to be done regularly. I was the face you would see when you walked in. I never received any kind of check, I was there to learn skills that I could take further in life and also work off a pickup.

Customer Service skills

Organizing computer for parts data base

Cleaning

Money Handling

Created a good work ethic

### **EDUCATION**

**KASSON-MANTORVILLE HIGH SCHOOL-HIGH SCHOOL DIPLOMIA**

Graduate of 2008

### **REFERENCES**

Donny Schreiber was my manager at Plainview Milk Products  
(507) 273-1342

Larry Ploof was a carrier for Plainview Milk Products  
(507) 251-4783

Michael Pahl was my supervisor at Plainview Milk Products  
(507) 259-4305



# Preliminary Questions

For CMG use only

Name: Danielle Erickson

Date: 4/13/15

- 1. If hired are you willing to take a drug test? Yes
- 2. Do you have any known food allergies to soy, wheat, peanuts, or milk? No
- 3. Are you able to work with pork? Yes
- 4. Which plant do you prefer? Open
- 5. What shift to you prefer? 1st

**\*To be completed during interview only\***

Date of interview 4-13-15

→ Have you ever been convicted of a crime? Yes \_\_\_ No \_\_\_

Explain

Incident \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

→ Employee Signature \_\_\_\_\_

Interviewer Signature [Signature]



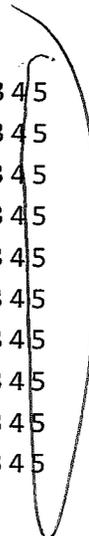
# Applicant Interview Score Card

Name Danielle Erickson Date of Interview 4-13-15

Position/Shift Assignment QA Stand by Position \_\_\_\_\_

Rating Weak (1) to Strong (5)

- |  |           |
|--|-----------|
| 1. Understanding of English conversation   | 1 2 3 4 5 |
| 2. Speaks English Fluently   | 1 2 3 4 5 |
| 3. Work experience related to job-food industry  | 1 2 3 4 5 |
| 4. Work history-working presently, yrs in workforce  | 1 2 3 4 5 |
| 5. Criminal Background information   | 1 2 3 4 5 |
| 6. Possesses required New Hire documentation (I9)  | 1 2 3 4 5 |
| 7. Personality-friendly, pleasant, sense of humor  | 1 2 3 4 5 |
| 8. Appearance-well groomed, cleanliness  | 1 2 3 4 5 |
| 9. Meets requirements to work w/pork, peanuts & soy  | 1 2 3 4 5 |
| 10. Shift availability-prefers shift that is available for<br>Open positions, willing to be flexible to shifts available | 1 2 3 4 5 |



Total possible points **50** pts. Total points scored

50

Former Employer Rating Bonus Points 1-20

Interviewer:

Total Points 50

Date: 4-13-15

Name: Danielle Erickson

# Achoo!

by Cynthia Sherwood

Achoo! We all sneeze sometimes. Sneezing is a reflex that your body does automatically. That means you cannot make yourself sneeze or stop one once it has started. When you sneeze, your body is trying to get rid of bad things in your nose, such as bacteria. You have extra germs when you have a cold, so you sneeze a lot more. You might also sneeze when you smell pepper!

Inside your nose, there are hundreds of tiny hairs. These hairs filter the air you breathe. Sometimes dust and pollen find their way through these hairs and bother your nasal passages. The nerves in the lining of your nose tell your brain that something is invading your body.

Your brain, lungs, nose, mouth, and the muscles of your upper body work together to blow away the invaders with a sneeze. When you sneeze, germs from your nose get blown into the air. Using a tissue or "sneezing into your sleeve" captures most of these germs. It is very important to wash your hands after you sneeze into them, especially during cold and flu season.



Do you ever sneeze when you walk into bright sunlight? Some people say that happens to them often. Scientists believe the UV rays of the sun irritate the nose lining of these people so they sneeze.

If someone nearby sneezes, remember to tell them "Gesundheit!" That is a funny-looking word which is pronounced "gezz-oont-hite." It is the German word that wishes someone good health after sneezing.

Name: Danielle Erickson

## Achoo Reading Test

(Circle the correct answer)

1. Why do people sneeze?
  - a. The tiny hairs in your nose tickle
  - b. Your body is trying to get rid of bad things
  - c. You can make yourself sneeze when you want to
  
2. What are the 3 parts of your body work together with your upper body to sneeze?
  - a. Hand, Elbow, Shoulder
  - b. Ankle, Knee, Hip
  - c. Brain, Lungs, Mouth
  
3. What other things can make you sneeze?
  - a. Pepper, Sun, Dust, and Pollen
  - b. Water, Pop, Flowers, Trees
  - c. Salt, Seasonings, Meat, Fruit
  
4. What is a German word that people often say to someone that sneezes?
  - a. Good Job
  - b. Gesundheit
  - c. Hang in there
  
5. What should you do after you sneeze into your hands especially during cold and flu season? This should also be done in the production area!
  - a. Wipe them with a tissue
  - b. Nothing
  - c. Wash your hands