

# CORPORATE MANAGEMENT GROUP

## Employment Application

Office Hours: 9am-4pm Mon-Thur, 9am-3pm Fri

Office Number: 507-923-4955

Office Address: 3707 Commercial Dr. SW Rochester, MN 55902



### Applicant Information

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

Please fully complete pages 1-3

Full Name: (Last Name, First Name) Suleiman Maswan Date: July 8, 2018

Address: (Street Address) 950 11th AVE SE (Apt. /Unit #) 41  
 (City) Rochester (State) MN (ZIP Code) 55904

Phone: 576966588 Email: marwansana1@gmail.com

Social Security No. \_\_\_\_\_ Date Available: July 16

Position Applied for: Machine Operator Desired Salary: \_\_\_\_\_

Shift Available to work: \_\_\_ 1<sup>st</sup>  2<sup>nd</sup> \_\_\_ 3<sup>rd</sup> Employment desired:  Full-Time \_\_\_ Part-Time

Are you authorized to work in the U.S?  Yes \_\_\_ No

How did you hear about us? \_\_\_\_\_ Referral Name: \_\_\_\_\_

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

Do you have responsibilities or commitments that will prevent you from meeting specified work schedules?  No \_\_\_ Yes

Education				
Type of School	Name of School	Location (Complete Mailing Address)	Number of Years Completed	Major & Degree
High School				
College				
Bus. Or Trade School				
Professional School				

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**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for reference?  Yes  No

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for reference?  Yes  No

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for reference?  Yes  No

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for reference?  Yes  No

I certify that my answers are true and complete to the best of my knowledge.  
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### 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

Date:

July 8, 2018



# Marwan H. Suleiman

950 16<sup>th</sup> Avenue SE #41  
Rochester, MN 55904

Mobile Phone: (507) 696-6588  
Email: Marwansanati@gmail.com

## OBJECTIVE:

To secure a challenging position with a thriving organization in Minnesota.

## SUMMARY:

I am a highly ambitious individual with the following exceptional qualities:

- ◆ A strong, resilient team player with the ability to interact professionally and build positive relationships with all levels of staff within an organization.
- ◆ Awareness of a wide range of health, safety, security and cleanliness issues.
- ◆ Ability to comprehend instructions and seek clarification when needed.
- ◆ Knowledge of maintenance and care of facilities, equipment, and materials.

## EXPERIENCE:

### **Personal Care Assistant, January 2018 to May 2018**

#### **Smart Choice Home Health Care, Rochester, MN**

- ◆ Provide assistance to clients with their personal cares, activities, household tasks, companionship, appointments, meal prep and variety of other duties.
- ◆ Passionately pursued and accomplished certification as a nursing assistant.
- ◆ Helped clients maintain the highest level of performance and independence.

### **Sales Associate, March 2017 to February 2018**

#### **Walmart, Rochester, MN**

- ◆ Performed a variety of merchandising and store security functions, including maintaining inventory and securing retail products to prevent theft and loss.
- ◆ Provided quality customer service and properly resolved customer issues.
- ◆ Ensured proper storage, placement, and handling of fragile merchandise.

### **Medical Transportation Provider, September 2016 to December 2016**

#### **Handi Van, Rochester, MN**

- ◆ Provided non-emergency medical transportation to clients with special needs.
- ◆ Safely secured clients in the vans and clearly communicated with all parties.
- ◆ Maintained a clean driving record and demonstrated professionalism with all.

### **Various Positions, June 2011 to August 2016**

#### **Reichel Foods, Rochester, MN**

- ◆ Satisfactorily performed a wide variety of roles, including serving as lead for production floor staff, machine operator and sanitation worker.
- ◆ Assisted supervisor in duties and in the training of new employees on the production floor.
- ◆ Maintained a highly positive work environment and increased productivity.
- ◆ Demonstrated ability to communicate effectively and leadership skills.

## EDUCATION:

### **General Educational Development Diploma, October 2016**

#### **State of Minnesota, Roseville, Minnesota**

- ◆ Successfully passed the GED tests in all subject areas.

## REFERNCES:

- ◆ Available upon request.

