

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) Darlea Garrett Date: 04-26-2022

Address: (Street Address) 2015 41st NW (Apt./Unit #) _____

(City) Rochester (State) MIN (ZIP Code) 55901

Phone: 612-772-6547 Email: Darlea57@gmail.com

Social Security No. 495-11-8025 Date Available: ASAP

Position Applied for: 14 location Desired Salary: \$20

Shift Available to work: 1st 2nd 3rd Employment desired: Full-Time Part-Time 3rd shift

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

How did you hear about us? Indeed Referral Name: Wanda

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	<u>MNIC</u>	<u>3818 AVE N MINNEAPOLIS</u>	<u>4</u>	<u>Finish High School</u>
College				
Bus. Or Trade School				
Professional School				

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Previous Employment

Company: Family First Phone: 651-917-5119

Address: _____ Supervisor: _____

Job Title: PCA Starting Salary: \$ 19 Ending Salary: \$ 19.75

Responsibilities: Daily duties cleaning, @cooking dressing

From: 2014 To: 2021 Reason for Leaving: _____

May we contact your previous supervisor for reference? Yes No

Previous Employment

Company: Holiday Inn Phone: _____

Address: _____ Supervisor: Anna S

Job Title: House Keeping Starting Salary: \$ 15 Ending Salary: \$ 16.12

Responsibilities: Full cleaning, making bed, washing and Drying

From: 2017 To: 2020 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: Danea Anett Date: 04-26-2022

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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

A handwritten signature in black ink, appearing to read 'Doreen Smith', is written over a horizontal line.

Date:

A handwritten date '04-26-2022' is written in black ink over a horizontal line.

Darlea Garrett

Rochester, MN 55901

darleagarrett4_2ja@indeedemail.com

+1 612 772 6547

Authorized to work in the US for any employer

Work Experience

Trained Medication Aide

The lodge of new hope - New Hope, MN

August 2018 to Present

Pass medication
clean apartments
server food
wash cloths
outings

PCA Personal Care Assistant

Family First Health Care - Saint Paul, MN

Present

Responsibilities

I help people clean there house
help wash the if they cant do it there self
feed them
play games when they wanted to play
any thing they wanted to do i will help them do it

Accomplishments

i really loved spending time with the people i worked with .
our friendship became very strong in i loved it .
i love helping people in for the most part they loved me .

Skills Used

how to help people more and care for them. everyone is special in there own way.
i really just love working with other people.

Front Desk Receptionist

Hoilday Inn Express - Austin, MN

May 2017 to July 2018

Check customer in and out
answer questions
help when needed or just simply ask if customers need anything.
Help with light cleaning

RCA

Cedars Assisted Living - Austin, MN
January 2017 to February 2018

Give medications
Give baths if needed
Escorting to dining room

Nursing Assistant

Sacred heart care - Austin, MN
November 2016 to January 2018

Helping with everything my residents needed. Such as feeding, clothing, showers, dressing, transferring.

Child Care Assistant

Kindercare Learning Centers - Saint Paul, MN
April 2016 to June 2017

Doing lesson plans
Project with kids
Outside time
Reading
Bathroom breaks
Kids with Behavior

Nursing Assistant

Sacred Heart Care Center - Austin, MN
February 2016 to January 2017

Clean
Feed
Transfer
Walks
Change clothing
Grooming
Showers/baths

Kids stuff staff

YMCA - New Hope, MN
February 2015 to November 2016

Kids stuff staff was something like a daycare. When parents went to their workout class they will drop their kids into our classroom. Each parent gets 2 hours per child. While their parents are working out we will be doing little projects with them we always had to prepare our work before just doing it. We also take time out to read to the younger ones. We had this big playground we took the kids into there for about 30 to an hour to let them run around someone will stay in the room with the younger kids while the other goes to the playground with the older kids. I actually really loved this job I got to know the kids they loved me I always made a way that everyone was happy.

Basketball Coach

Lucy Laney - Minneapolis, MN
November 2015 to February 2016

I was actually a middle school assistant basketball coach. Teaching young students the basics about basketball. Coaching kids that just decided to pick up a ball was kinda a hard process but I stuck with it. They have gotten so much better by the end of the season. Now some of them are actually playing basketball now for good. I'm glad I was able to motivate them to doing something that they liked.

Front Desk Receptionist

Holiday Inn - Minneapolis, MN
March 2014 to December 2014

Greeting people
Helping people check in and out of there rooms .
Making everyone feel welcome !
Answering calls

Education

High school or equivalent

Mnic - Minneapolis, MN
2010 to 2013

n/a

n/a in n/a

n/a

High school diploma

mnic

Skills

- CNA
- Hoyer Lift
- Medication Administration
- Cleaning Experience
- Caregiving
- Laundry
- Memory Care
- Vital Signs
- Patient Care
- Home Care
- Food Preparation
- Meal Preparation
- Alzheimer's Care
- Dementia Care
- Laboratory Experience
- EMR Systems

- Heavy lifting
- Manufacturing

Certifications and Licenses

CNA

Certified Medication Aide

CPR Certification

First Aid Certification