

# 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) Kalinichenko Kateryna Date: 08/14/2020

Address: (Street Address) 5524 Logan ST SE (Apt./Unit #) N/A

(City) Rochester (State) MN (ZIP Code) 55904

Phone: 507-251-6165 Email: Kalinichenkoukn net 63@gmail.com

Social Security No. 850-96-5067 Date Available: 8/24/2020

Position Applied for: Temp. Food Manufacturing Desired Salary: \$13

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

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

How did you hear about us? Indeed 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

*2nd North Seasonal*  
*2N Seasonal weekend etc*

### Education

Type of School	Name of School	Location (Complete Mailing Address)	Number of Years Completed	Major & Degree
High School	<u>Mayo High School</u>	<u>1420 11th Ave SE Rochester, MN</u>	<u>4</u>	
College	<u>ACTC</u>	<u>251 30th Ave SE Rochester, MN</u>	<u>present</u>	
Bus. Or Trade School	<u>N/A</u>			
Professional School	<u>N/A</u>			



# EMPLOYEE WARNING NOTICE FORM

Employee Name: Kateryna Kalinichenko Date: 9/2/2020

Supervisor Name: Jeff Ramaker Hire Date: 8/24/2020

- Verbal Warning                       Written Warning                       Final Warning  
 Coaching/Counseling Session       Assignment End                       Termination

**1. Your behavior/actions have been found unsatisfactory for the following reasons:**

- Tardiness                                       Insubordination  
 Damaged Equipment                       Failure to Follow Procedure  
 Absenteeism                                       Failure to Meet Performance Standards  
 Policy Violation                               Poor Work Quality  
 Falsifying Company Documents       Other

**2. Details of Unsatisfactory Behavior/Actions:**

Unexcused absence on 8/29/2020 and 8/30/2020

**3. Prior Warnings:**

Notified upon hire

**4. The following immediate corrective action must be taken by the employee.**

**Failure to do so will result in further disciplinary action up to and including termination.**

Go 2 months without calling in. Failure to do so could result in possible written warning / possible final warning.

2 months from offence is 10/30/2020.

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

Note: Your signature on this form means that we have discussed the situation(s).

Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

mailed 9/9

# EMPLOYEE WARNING NOTICE FORM

Employee Name: Kateryna Kalinichenko Date: 10/6/2020

Supervisor Name: Jeff Ramaker Hire Date: 8/24/2020

- Verbal Warning                       Written Warning                       Final Warning  
 Coaching/Counseling Session       Assignment End                       Termination

**1. Your behavior/actions have been found unsatisfactory for the following reasons:**

- Tardiness                                       Insubordination  
 Damaged Equipment                       Failure to Follow Procedure  
 Absenteeism                                       Failure to Meet Performance Standards  
 Policy Violation                               Poor Work Quality  
 Falsifying Company Documents       Other

**2. Details of Unsatisfactory Behavior/Actions:**

Unexcused absence on 10/3/2020

**3. Prior Warnings:**

8/29/2020 – Written for attendance

**4. The following immediate corrective action must be taken by the employee.**

**Failure to do so will result in further disciplinary action up to and including termination.**

Go 2 months without calling in. Failure to do so could result in possible written warning / possible final warning.

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

Note: Your signature on this form means that we have discussed the situation(s).

Manager's Signature: Filed 10/9/2020 Date: \_\_\_\_\_