

ESG NEW HIRE PAPERWORK	Date received & initials completed	DATE FAXED & INITIALS	CMG NEW HIRE PAPERWORK	Date received & initials completed	DATE FAXED & INITIALS
EMPLOYEE NAME: (Last, First) <i>Kobesh, Charlene</i>		<i>AP</i>	EMPLOYEE NAME: (Last, First)		
ESG New Hire Application	<i>12/11 AP</i>	<i>1/3</i>	CMG New Hire Application		
ESG Emergency Contact Info	<i>12/11</i>	<i>1/3</i>	CMG Emergency Contact Info		
Employment Eligibility - I-9- 2 forms of ID - copies	<i>12/11</i>		Employment Eligibility - I-9 2 forms of ID - copies		
(1) <i>DL</i>	<i>12/11</i>		(1)		
(2) <i>SS card</i>	<i>12/11</i>		(2)		
W-4	<i>1</i>		W-4		
ESG BACKGROUND RELEASE FORM	<i>12/11</i>		CMG BACKGROUND RELEASE FORM		
<i>CMG Time</i>	<i>12/18 AP</i>		E-VERIFY		
			CMG HANDBOOK-date reviewed and distributed with new employee		
Additional information:	<i>12/17/07 Starts</i>		EMPLOYEE CONFIDENTIALITY AGREEMENT		

CMG CORPORATE FAX NUMBER: 303-736-7767



EMPLOYEE INFORMATION SHEET

STRICTLY CONFIDENTIAL

LAST NAME: BELL-KOKESH
Apellido Nombre

FIRST NAME: CHARLENE MIDDLE INITIAL: L.
Primero Nombre Segunda Inicial

ADDRESS: 307 S. FLORENCE #1
Direccion

CITY: COLMAN STATE: SD ZIP: 57017
Ciudad Estado Zona Postal

HOME PHONE #: _____ CELL PHONE #: 605-864-0176
Teléfono Celular teléfono

DATE OF BIRTH: 10-10-45
Fecha de Nacimiento

SOCIAL SECURITY NUMBER: 503-52-4130
Numero de Seguro Social

GENDER: FEMALE MALE _____ MARITAL STATUS: MARRIED _____ SINGLE
Género Mujer Masculino Estado Civil Casado Soltero

ETHNIC ID: (WHITE, BLACK, HISPANIC, ASIAN, INDIAN) INDIAN-SIOWA/FSST
origen étnia

EMERGENCY CONTACT INFORMATION INFORMACIÓN DE CONTACTO DE EMERGENCIA NAME: <u>DEB WAKEMAN</u> Nombre PHONE #: <u>605-864-1508</u> Teléfono

FOR CMG USE ONLY:

HIRE DATE: 12/11/07 START DATE: 12/17/07

TERM DATE: _____ SALARY (Hourly): 10.00

SHIFT: 1-DAY 2-NIGHT 3-OVERNIGHT
1-DAY BUSSER 2-NIGHT BUSSER

DEPARTMENT: _____
SUPERVISOR: _____
BADGE #: _____
PRIMARY LANGUAGE: _____
WORKERS COMP CODE: _____

EMPLOYMENT STATUS Agency Referral _____ CMG Recruit <input checked="" type="checkbox"/> CMG Rollover Date: _____ Client Rollover Date: _____
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Employer Solutions Staffing Group LLC

New Hire Application

7300 Metro Blvd, Suite 635
Edina, MN 55439
Tel. 952.835.1288

Personal Data-- PLEASE PRINT LEGIBLY IN INK

Last Name BELL-KOKESH First Name CHARLENE Middle Initial L
 Street Address 307 S. FLORENCE #1
 City/State/Zip COLMAN SD
 Home Phone _____ Message Phone 605-864-0176
 Company/Employer N/A

All offers of employment are conditional upon satisfactory proof of identity and legal ability to work in the U.S.A.

Are you legally authorized to work in the United States of America? YES NO

Applicant Certification and Authorization

I authorize Employer Solutions Staffing Group LLC (ESSG) to use the information and statements contained in this application to determine my qualifications for employment. I authorize ESSG to make inquiries of my former employers, except as indicated in this application, regarding my previous duties, responsibilities, performance, compensation and eligibility for rehire.

I understand that a comprehensive background check may be conducted to determine my eligibility for hire by certain clients of ESSG. 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 ESSG policies.

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

I certify that all statements made in my application are true and accurate and that I have not omitted any material information or provided false or misleading information. I understand that any material omission or misrepresentation will result in my disqualification from consideration for employment or, if discovered after I begin employment, will result in my termination.

If hired, I agree to abide by the policies and procedures of ESSG.

CHARLENE BELL-KOKESH Name (Print or type) Charlene Bell-Kokesh Applicant's Signature 12-11-07 Date

A copy or facsimile will be considered the same as an original signature.

For ESSG Office Use Only				
BQ _____	NHW _____	I-9 _____	Direct Deposit _____	W4 _____
Emergency Contact Info _____	Background Release Form _____	Background Results _____	Proof of Insurance _____	Drug Tests _____

Form W-4 (2007)

Purpose. Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Because your tax situation may change, you may want to refigure your withholding each year.

Exemption from withholding. If you are exempt, complete **only** lines 1, 2, 3, 4, and 7 and sign the form to validate it. Your exemption for 2007 expires February 16, 2008. See Pub. 505, Tax Withholding and Estimated Tax.

Note. You cannot claim exemption from withholding if (a) your income exceeds \$850 and includes more than \$300 of unearned income (for example, interest and dividends) and (b) another person can claim you as a dependent on their tax return.

Basic instructions. If you are not exempt, complete the **Personal Allowances Worksheet** below. The worksheets on page 2 adjust your withholding allowances based on

itemized deductions, certain credits, adjustments to income, or two-earner/multiple job situations. Complete all worksheets that apply. However, you may claim fewer (or zero) allowances.

Head of household. Generally, you may claim head of household filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependent(s) or other qualifying individuals.

Tax credits. You can take projected tax credits into account in figuring your allowable number of withholding allowances. Credits for child or dependent care expenses and the child tax credit may be claimed using the **Personal Allowances Worksheet** below. See Pub. 919, How Do I Adjust My Tax Withholding, for information on converting your other credits into withholding allowances.

Nonwage income. If you have a large amount of nonwage income, such as interest or dividends, consider making estimated tax payments using Form 1040-ES, Estimated Tax

for Individuals. Otherwise, you may owe additional tax. If you have pension or annuity income, see Pub. 919 to find out if you should adjust your withholding on Form W-4 or W-4P.

Two earners/Multiple jobs. If you have a working spouse or more than one job, figure the total number of allowances you are entitled to claim on all jobs using worksheets from only one Form W-4. Your withholding usually will be most accurate when all allowances are claimed on the Form W-4 for the highest paying job and zero allowances are claimed on the others.

Nonresident alien. If you are a nonresident alien, see the Instructions for Form 8233 before completing this Form W-4.

Check your withholding. After your Form W-4 takes effect, use Pub. 919 to see how the dollar amount you are having withheld compares to your projected total tax for 2007. See Pub. 919, especially if your earnings exceed \$130,000 (Single) or \$180,000 (Married).

Personal Allowances Worksheet (Keep for your records.)

A Enter "1" for **yourself** if no one else can claim you as a dependent. A 1

B Enter "1" if: B _____

- You are single and have only one job; or
- You are married, have only one job, and your spouse does not work; or
- Your wages from a second job or your spouse's wages (or the total of both) are \$1,000 or less.

C Enter "1" for your **spouse**. But, you may choose to enter "-0-" if you are married and have either a working spouse or more than one job. (Entering "-0-" may help you avoid having too little tax withheld.) C _____

D Enter number of **dependents** (other than your spouse or yourself) you will claim on your tax return D _____

E Enter "1" if you will file as **head of household** on your tax return (see conditions under **Head of household** above) E _____

F Enter "1" if you have at least \$1,500 of **child or dependent care expenses** for which you plan to claim a credit F _____

(Note. Do not include child support payments. See Pub. 503, Child and Dependent Care Expenses, for details.)

G **Child Tax Credit** (including additional child tax credit). See Pub 972, Child Tax Credit, for more information.

- If your total income will be less than \$57,000 (\$85,000 if married), enter "2" for each eligible child.
- If your total income will be between \$57,000 and \$84,000 (\$85,000 and \$119,000 if married), enter "1" for each eligible child plus "1" **additional** if you have 4 or more eligible children.

H Add lines A through G and enter total here. (Note. This may be different from the number of exemptions you claim on your tax return.) ▶ H 1

For accuracy, complete all worksheets that apply. ▶

- If you plan to **itemize or claim adjustments to income** and want to reduce your withholding, see the **Deductions and Adjustments Worksheet** on page 2.
- If you have **more than one job** or are **married and you and your spouse both work** and the combined earnings from all jobs exceed \$40,000 (\$25,000 if married) see the **Two-Earners/Multiple Jobs Worksheet** on page 2 to avoid having too little tax withheld.
- If **neither** of the above situations applies, **stop here** and enter the number from line H on line 5 of Form W-4 below.

Cut here and give Form W-4 to your employer. Keep the top part for your records.

Form W-4 Department of the Treasury Internal Revenue Service	Employee's Withholding Allowance Certificate ▶ Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.	OMB No. 1545-0074 <div style="font-size: 2em; font-weight: bold; text-align: center;">2007</div>
1 Type or print your first name and middle initial. Last name Charlene Bell-Kokesh		2 Your social security number 503 524130
Home address (number and street or rural route) 307 S Florence #1		3 <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher Single rate. Note. If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.
City or town, state, and ZIP code Colman SD 57017		4 If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a replacement card. <input type="checkbox"/>
5 Total number of allowances you are claiming (from line H above or from the applicable worksheet on page 2)		5 <u>1</u>
6 Additional amount, if any, you want withheld from each paycheck		6 \$
7 I claim exemption from withholding for 2007, and I certify that I meet both of the following conditions for exemption. <ul style="list-style-type: none"> • Last year I had a right to a refund of all federal income tax withheld because I had no tax liability and • This year I expect a refund of all federal income tax withheld because I expect to have no tax liability. If you meet both conditions, write "Exempt" here ▶ 7		
Under penalties of perjury, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.		
Employee's signature (Form is not valid unless you sign it.) ▶ <i>Charlene Kokesh</i>		Date ▶ 1-02-08
8 Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS.)		9 Office code (optional) 10 Employer identification number (EIN)



**Employer
Solutions
Staffing
Group LLC**

7300 Metro Blvd, Suite 635
Edina, MN 55439
Tel. 952.835.1288
Fax 952.835.1255

Website: www.employersolutionsgroup.com

EMPLOYMENT ELIGIBILITY VERIFICATION

After you are hired and before you start work, you are required by law to provide certain documents that verify you are eligible to work and establish your identity. The following is a list of acceptable documents.

One from this column	OR	One from each of these two columns	
<p>Documents that establish both Identity and Employment Eligibility</p> <ul style="list-style-type: none"> ○ U.S. Passport (unexpired or expired) ○ Certificate of U.S. Citizenship (INS Form N-560 or 5-570) ○ Unexpired foreign with attached I-551 stamp or attached INS form I-94 indicating unexpired employment authorization ○ Alien Registration Receipt Card (INS form I-688) ○ Unexpired Employment Authorization Card (INS form I-688A) ○ Unexpired Reentry Permit (INS form I-327) ○ Unexpired Refugee Travel Document (INS form I-571) ○ Unexpired Employment Authorization Document issued by the INS, which contains a photograph (INS form I-688B) 		<p>Documents that establish Identity</p> <ul style="list-style-type: none"> ● Drivers License or ID card issued by a state or outlying possession of the U.S. provided it contains a photograph or information such as name, date of birth, sex, height, eye color, and address ○ ID card issued by federal, state, or local government agencies or entities provided it contains a photograph or information such as name, date of birth, sex, height, eye color, and address ○ School ID with photograph ○ Voter's registration card ○ U.S. Military dependent's card ○ Military dependent's card ○ U.S. Coast Guard Merchant Mariner card ○ Native American tribal document ○ Driver's license issued by a Canadian government authority <p style="text-align: center;">For persons under age 18 who are unable to present a document listed above:</p> <ul style="list-style-type: none"> ○ School record or report card ○ Clinic, doctor, or hospital record ○ Day-care or nursery school card 	<p>Documents that establish Employment Eligibility</p> <ul style="list-style-type: none"> ● U.S. Social Security Card issued by the Social Security administration (other than a card stating it is not valid for employment) ○ Certification of Birth Abroad issued by the Department of State (form FS-545 or DS-1350) ○ Original or certified copy of a birth certificate issued by a state, county, municipal authority, or outlying possession of the U.S., bearing an official seal ○ Native American Tribal document ○ U.S. Citizen ID card (INS form I-197) ○ ID card for use of Resident Citizen in the U.S. (INS form I-179) ○ Unexpired employment authorization document issued by the INS (other than those listed in the first column)

"You have the employees, we have the solutions."

Employment Eligibility Verification

Please read instructions carefully before completing this form. The instructions must be available during completion of this form. **ANTI-DISCRIMINATION NOTICE:** It is illegal to discriminate against work eligible individuals. Employers **CANNOT** specify which document(s) they will accept from an employee. The refusal to hire an individual because of a future expiration date may also constitute illegal discrimination.

Section 1. Employee Information and Verification. To be completed and signed by employee at the time employment begins.

Print Name: Last <u>BELL-KOKESH</u> First <u>CHARLENE</u> Middle Initial <u>L.</u> Maiden Name <u>BELL</u>
Address (Street Name and Number) <u>307 S. FLORENCE</u> Apt. # <u>1</u> Date of Birth (month/day/year) <u>10-10-45</u>
City <u>COLMAN</u> State <u>SD</u> Zip Code <u>57017</u> Social Security # <u>503-52-4130</u>

I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.

I attest, under penalty of perjury, that I am (check one of the following):

- A citizen or national of the United States
- A Lawful Permanent Resident (Alien #) A _____
- An alien authorized to work until _____

(Alien # or Admission #)

Employee's Signature <u>Charlene Bell-Kokesh</u> Date (month/day/year) <u>12-11-07</u>
--

Preparer and/or Translator Certification. (To be completed and signed if Section 1 is prepared by a person other than the employee.) I attest, under penalty of perjury, that I have assisted in the completion of this form and that to the best of my knowledge the information is true and correct.

Preparer's/Translator's Signature _____	Print Name _____
Address (Street Name and Number, City, State, Zip Code) _____	
Date (month/day/year) _____	

Section 2. Employer Review and Verification. To be completed and signed by employer. Examine one document from List A OR examine one document from List B and one from List C, as listed on the reverse of this form, and record the title, number and expiration date, if any, of the document(s).

List A	OR	List B	AND	List C
Document title: _____		<u>DL</u>		<u>SS Card</u>
Issuing authority: _____		<u>SD</u>		<u>US GOV</u>
Document #: _____		<u>00337742</u>		<u>503-52-4130</u>
Expiration Date (if any): _____		<u>10/10/2011</u>		
Document #: _____				
Expiration Date (if any): _____				

CERTIFICATION - I attest, under penalty of perjury, that I have examined the document(s) presented by the above-named employee, that the above-listed document(s) appear to be genuine and to relate to the employee named, that the employee began employment on (month/day/year) 12/1/07 and that to the best of my knowledge the employee is eligible to work in the United States. (State employment agencies may omit the date the employee began employment.)

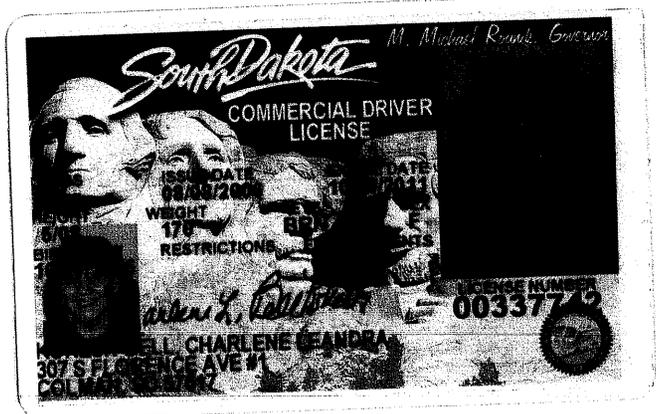
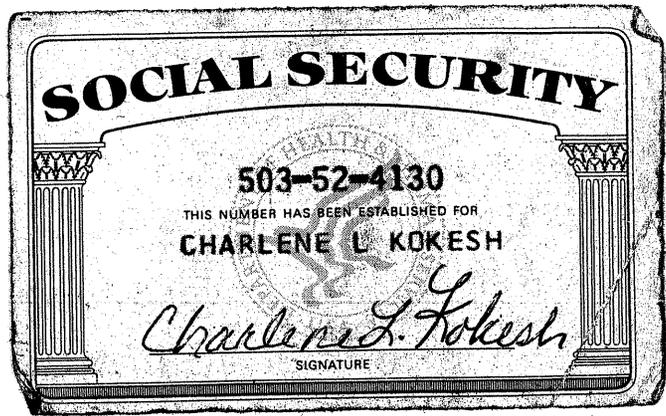
Signature of Employer or Authorized Representative <u>[Signature]</u> Print Name <u>Adhley Postma</u> Title <u>Admin Assistant</u>
Business or Organization Name <u>ESSG 7300 Metro Blvd</u> Address (Street Name and Number, City, State, Zip Code) <u>635 Edina MN 55349</u> Date (month/day/year) <u>12/11/07</u>

Section 3. Updating and Reverification. To be completed and signed by employer.

A. New Name (if applicable) _____	B. Date of hire (month/day/year) (if applicable) _____
C. If employee's previous grant of work authorization has expired, provide the information below for the document that establishes current employment eligibility.	
Document Title: _____	Document #: _____
Expiration Date (if any): _____	

I attest, under penalty of perjury, that to the best of my knowledge, this employee is eligible to work in the United States, and if the employee presented document(s), the document(s) I have examined appear to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative _____	Date (month/day/year) _____
--	-----------------------------



SENSITIVE BUT UNCLASSIFIED

Department of Homeland Security
E-Verify

Report Prepared: 12/12/2007
Page: 1 of 1

Case Verification Number: 2007346170130VG

Initial Verification:

Last Name:	kokesh	First Name:	Charlene
Middle Initial:		Maiden Name:	
Social Security Number:	503-52-4130	Date of Birth:	10/10/1945
Hire Date:	12/11/2007	Citizenship Status:	Citizen or National of the United States
Alien Number:		I-94 Number:	
Document Type:	List B, C Documents	Doc. Expiration Date:	
Initiated By:	SEVA4775	Initiated On:	12/12/2007

Initial Verification Results:

Initial Eligibility: EMPLOYMENT AUTHORIZED

SSA Referral:

Referral By: Referral Date:

Verification Response:

Eligibility: Response Date:

SSA Resubmittal:

Last Name:		First Name:	
Middle Initial:		Maiden Name:	
Social Security Number:		Date of Birth:	
Initiated By:		Initiated On:	

Resubmittal Verification Results:

Eligibility:

Additional Verification:

Comments:
Initiated By: Initiated On:

Verification Response:

Eligibility: Response Date:

DHS Referral:

Referral By: Referral Date:

DHS Referral Results:

Eligibility: Response Date:

Case Resolution:

Resolve Option:
Resolved By: Resolved On:

SENSITIVE BUT UNCLASSIFIED



It is necessary for us to have current information readily available to the supervisor where you are working and also in your employee file. Thank you for your cooperation. We appreciate you!

CHARLENE BELL-KOKESH
Your Name

3075 FLORENCE Apt# 1
Your Address

Colman SD 57017
Your City, State, Zip Code

(605) 864-0176
Your Telephone Number

EMERGENCY CONTACT INFORMATION

DEB WAKEMAN
Name

COUSIN
Relationship

3075 FLORENCE #1
Address

EVANSTON SD 57028
City, State, Zip Code

(605) 864-1508
Telephone Number

(605) 997-3891
Alternate Telephone Number

Background Investigation Information Release Form

Please read this form carefully and be aware that by allowing Employer Solutions Staffing Group LLC to investigate your background with state and federal agencies, you will be waiving and releasing all claims for damages you might sustain arising out of the criminal and driving record background check and review.

I understand that a successful criminal and driving record background investigation is a condition of my employment by Employer Solutions Staffing Group LLC to work at facilities of

_____ and, further, that Employer Solutions Staffing Group may, at its discretion, conduct periodic criminal and driving record background investigations on me during the course of my employment with Employer Solutions Staffing Group.

I agree to waive and relinquish all claims I may have against Employer Solutions Staffing Group LLC and its officers, agents, servants and employees as a result of my participation in any criminal and driving record background investigation.

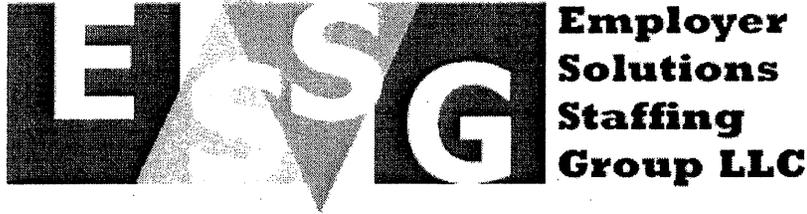
I do hereby fully release and discharge Employer Solutions Staffing Group LLC, its respective officers, agents, servants, and employees from any and all claims from damages that I may have or that may accrue to me on account of the results of any aspect of any criminal and driving record background investigation.

I further agree to indemnify and hold harmless and defend Employer Solutions Staffing Group LLC, its respective officers, agents, servants, and employees from any and all claims resulting from damages sustained by me or arising out of, connected with, or in any way associated with, any of the activities of any criminal and driving record background investigation and review.

I have read and fully understand this Waiver and Release of All Claims.

Employee Full Legal Name (Printed)	Last	First	Middle	Social Security #	Birthdate
	BELL-KOKESH CHARLENE L.			503 52 4130	10 10 1945
Minnesota Driver's License Number	SD 00337742 CAL - Class A HANKER			Date Signed	EXA, 10/10/2011

Charlene Bell-Kokesh
Signature



STATEMENT OF CONFIDENTIALITY

This agreement made this 12 day of December, 2007, between Employer Solutions Staffing Group LLC, hereinafter referred to as "employer", and hereafter referred to as "employee".

WITNESSETH:

For the duration of my employment and after resignation or termination of this employment with employer, for any reason whatsoever, the employee shall not use or disclose to any other person or company, and confidential or proprietary information or know-how related to the business of the employer.

In view of the difficulty of determining the amount of damages that may result to the employer from a violation of any of the provisions hereof, the employee agrees to pay to the employer the sum of \$10,000 as liquidated damages for every such violation; provided, however, that the payment of such amount as liquidated damages shall not be construed as a release or waiver by the employer of the right to prevent any such violation in equity or otherwise.

Charlene Das-Kokash
Employee Signature

Employer Solutions Staffing Group LLC, Representative

CMG

Corporate Management Group, Inc.

INTERVIEWED 9/26
NO OFFER MADE

APPLICATION FOR EMPLOYMENT

DATE 09-17-07

Name KOKESH-BELL CHARLENE L. BELL

Address 3075 FLORENCE #1 COLMAN SD 57017

Telephone 605864-0176 Social Security No. 503-52-4130

Are you under age 18 YES NO, if "YES", can you provide proof of your eligibility to work? YES NO

Are you currently authorized to work in the United States? YES NO. Proof of eligibility will be required if hired.

Current Position N/A Are you available to work overtime? Yes No
 Current Wage N/A
 Shift N/A

TYPE OF SCHOOL	NAME OF SCHOOL	MAJOR & DEGREE
High School	GED-RILIAN COLLEGE SIOUX FALLS, SD	High School
College	NATIONAL BUSINESS SCHOOL SIOUX FALLS, SD	4-yr BUSINESS DEGREE
Bus. or Trade School	STEWART'S SCHOOL of Hair Styling	
Professional School	SDSUL-BROOKINGS SD	Graduate / 2 years / AR - Counseling Therapy

Have you ever been convicted of a crime which is substantially related to the functions or qualifications of the job for which you are applying? No Yes (a Conviction record will not necessarily disqualify you from employment).

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed and type(s) of rehabilitation.

YOU HAVE A DRIVER'S LICENSE? Yes No CDL / CLASS A

Please list two Emergency Contacts other than relatives.

Name <u>MARY STYLES</u>	Name <u>JIM BAUMBERGER</u>
Address <u>2809 S. WESTERN SIOUX FALLS, SD</u>	Address <u>23188 466th AVE. WESTWORTH, SD</u>
Phone <u>605 212 0958</u>	Telephone <u>605 480-2484</u>

ENTERED
09/16/07

PLEASE ANSWER THE FOLLOWING QUESTIONS
 (IF YOU ARE UNSURE HOW TO ANSWER, YOU MAY LEAVE THE QUESTION BLANK)

APPLICANT NAME: CHARLENE L. BELL - KIKESH DATE: 09-17-07
 (PLEASE PRINT)

Are you willing to consent to a post job offered drug screen? Yes - No If no, why? _____
 (CIRCLE)

Are you willing to consent to a post job offered health assessment? Yes - No If no, why? _____
 (CIRCLE)

Can you legally work in this country? Yes - No If yes, by what means? US Citizen - Resident Alien - Other? _____
 (CIRCLE) (CIRCLE)

Do you have reliable transportation to get to work? Yes No How far will you travel in miles? _____ Will you need a ride? Yes - No
 (CIRCLE) (CIRCLE)

How far away do you live from Suzlon Rotor Corporation? 0-10 10-25 25-50 50-75 75-100 100+ Miles
 (CIRCLE)

Which shift works better with your schedule. 1st (5am-3:30pm) or 2nd (3pm-1am)? Will you work any shift? Yes - No
DAY (CIRCLE) (CIRCLE)

Are you willing to work a Fixed Rotating Shift (4 days on & 4 days off) including weekends & Holiday? Yes No Overtime? Yes - No
 (CIRCLE) (CIRCLE)

Is the starting pay of \$9 per hour acceptable? Yes No If no, starting pay desired \$ 12.00 per hour
 (CIRCLE)

Have you ever been convicted of a felony? Yes No If so, when? _____
 (CIRCLE)

Have you ever been terminated from a job? Yes No If "yes", explain: _____
 (CIRCLE)

On average how often are you absent from work per month? Never 1-2 times 3+ times Reason? _____
 (CIRCLE)

*** APPLICANT PLEASE DO NOT WRITE BELOW THIS LINE

Application signed? Yes - No Are both the application and questions above completed? Yes - No
 Was the applicant on time for their interview? Yes - No How did the applicant hear about CMG/Suzlon? DEB WAKEMAN

PHYSICAL JOB REQUIREMENTS. ASK THE APPLICANT IF THEY CAN PERFORM THE FOLLOWING:

Do I have full range of motion with your head, neck, & upper body? Yes - No Can you lift & carry up to 50lbs if needed? Yes - No
 Do I work in a kneeling position? Yes - No Can you work in a standing position (on your feet) for a 10 hour shift? Yes - No
 Do I work near fumes & dust for a 10 hour shift? Yes - No Have you ever worn a respirator? Yes No Where?

BASIC INTERVIEW QUESTIONS

Have you ever worked in a mfg environment before? Yes - No If "yes", where? And tell me about your job responsibilities/duties:
RAVEN, SENCORE, LITTON MICROWAVE

Are you currently working right now? Yes No If "yes", why are you looking to leave your employer? _____

How long have you been looking for employment? _____

Are you on layoff subject to recall? Yes No Where have you had interviews or filled out applications at? _____

Are you available for employment? _____ Do you need to give a 2 week notice with your employer? Yes - No

REFERENCE CHECKS

CMG requires two work related reference checks from past employers. Who should we contact?

Title of reference/company: _____

Title of reference/company: _____

NOTES

LOOKING FOR HR/RECRUITING.

"Not Corp Material"

PLEASE READ CAREFULLY

APPLICATION FORM WAIVER

In exchange for the consideration of my job application by Corporate Management Group, Inc., (hereinafter called "the Company"), 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 Corporate Management Group, Inc., 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 the Owner/Managing Member of the Company. Both the undersigned and Corporate Management Group, Inc. may end the employment relationship at any time, without specified notice or reason. If employed, I understand that the Company 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 called for is cause for dismissal at any time without any previous notice. I hereby give the Company permission to contact schools, all previous employers (unless otherwise indicated), references and others and hereby release the Company from any liability as a result of such contact.

I understand that, in connection with the routine processing of your employment application, the Company 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, the Company, 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 the Company 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 the Company is terminable at will for any reason by either party.

Signature of applicant

Charlene L. Taylor-Josh Date: 09-17-07

Corporate Management Group, Inc. is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, gender, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with Corporate Management Group, Inc. depends solely on your qualifications.

Thank you for completing this application form and for your interest in our business.

Charlene Bell Kokesh
307 S. Florence
Colman, SD. 57028
(605) 534-3288

JOB OBJECTIVES:

Desire a position within Program Coordination, Administrative Level position, i.e., Director Administrative, marketing field (advertising, public relations), that would allow me to work one-on-one with employees, i.e. Directors, and also to be able to function within an organization as a team member.

QUALIFICATIONS:

1. Solid communication skills with the capability of working with people at all level of understanding.
2. Tactful, yet candid and sincere.
3. Initiate and follow through on policy decisions.
4. Proven willingness to set goals and take risks.
5. Possess multi-cultural skills.
6. Record of entrepreneurial success.
7. Able to listen without judging and to remain flexible.
8. Excellent interpersonal skills, with a winning attitude.
9. Ability to know when to change, revise and continue forward.

EDUCATION:

Bachelor of Science Degree in Applied Management/Business Administration-May 1991
National College, 3201 South Kiwanis Avenue, Sioux Falls, SD.
Stewart's School of Hairstyling, Sioux Falls, SD.-February 1963

WORK HISTORY:

Business-Private/Government

- *Nordic Lady Beauty Salon-Owner/Operator (1979-1993)
- *FSST-Treasurer (1993)
- *FSST-Assistant to Tribal President (1994-95)
- *FSST-Ex. Secretary (2002-2004)

Educational Field

- * National College of Business-Instructor (1993-1995)
- *Kehr's Beauty School Instructor

Transportation-Drive (Solo/OTR)

- *Hirschbach-So. Sioux City, NE.
- *Twin Express-Maple Grove, MN.
- *T.L. Brown-Garden City, KS.
- *Landstar-Jacksonville, FL.
- *Dakotaland-Sioux Falls, SD.

Will do verbal presentation interest and achievements.

REFERENCES UPON REQUEST



National College

Make known that on the recommendation of the President and Faculty
the Board of Directors of National College has granted

SHERRI LEANDRA KOKESH

the degree of

**BACHELOR OF SCIENCE
APPLIED MANAGEMENT**

with all the rights and honors pertaining thereto.

In Testimony Whereof, the undersigned officers of the Board and of the College
have affixed their signatures together with the seal of National College.

Given at Rapid City in the State of South Dakota, this month of May, 1991.


VICE PRESIDENT OF ACADEMIC AFFAIRS


PRESIDENT



called
10-29
9-17
Reviewed
Left message
called 10-5
Reviewed
Left mess.

OPEN

Charlene Bell Kokesh

Box 6
Egan, South Dakota 57024
(605) 997-5265

Job Objective

Desire a position within Program Coordination, Administrative Level Position, i.e., Administrative Assistant, Human Resources, marketing field (advertising, public relations), Educational/Agency Counselor, college level instructor (Intro to Business classes and Psych) that would allow me to work one-on-one with people and also to be able to function within an organization as a team member.

Qualifications

1. Solid communication skills with the capability of working with people at all levels of understanding.
2. Tactful, yet candid and sincere.
3. Initiate and follow through on policy decisions.
4. Proven willingness to set goals and take risks.
5. Possess multi-cultural skills.
6. Record of entrepreneurial success.
7. Able to listen without judging and to remain flexible.
8. Excellent interpersonal skills, with a winning attitude.
9. Ability to know when to change, revise and continue forward.

Education

Bachelor of Science Degree in Applied Management/Business Administration - May 1991
National College, 3201 South Kiwanis Avenue, Sioux Falls, SD 57105

Management Classes
Principles of Management
Small Business Management
Business Administration Sem.
Supervision
Human Resources Management

Business Classes
Intro to Business
Principles of Marketing
Business Law
Law Cases
Accounting I, II, III,
Principles of Advertising
Computer Concepts I
Business and Society
Professional Development

General Classes
Advanced Comp.
Speech
Humanities
Psychology
Statistics I
Technical Communications
Microeconomics Theory

Stewart's School of Hairstyling, Sioux Falls, South Dakota - February 1963

Experience

- June 1996 Flandreau Santee Sioux Tribe, Flandreau, SD
Assist Tribal President and FSSST Staff/Director's.
- Feb. 1995-April 1996 Hirschbach, Sioux City, IA
Team/Solo Driver
- Aug, 1994-Feb. 1995 Flandreau Santee Sioux Tribe, Flandreau, SD
Assist Tribal President
- Nov. 1993-July 1994 National College, Sioux Falls, SD
Instructor
Classes Taught: Intro to Retailing, Intro to Business Management, Intro to Psych I, and All Intro to Business Courses.
- Feb. 1993-Nov. 1993 FLANDREAU SANTEE SIOUX TRIBE, Flandreau, SD
Treasurer
Oversaw tribal assets (accountable to General Council)
Signed checks
Created Tribe's first viable adjustment and audit
Performed inter-tribal relations on a business level
Compiled and submitted budget recommendations
Acted as non-voting Council member
Performed duties as instructed by Council and General Council
- Sept 1992-May 1993 NATIONAL COLLEGE, Sioux Falls, SD
Instructor
Teach Intro to Retailing, Intro to Business Management, Intro to Psych I, and all intro to business courses
- June 1992-Sept. 1992 RIVERVIEW MANOR, Flandreau, SD
Consultant/Public Relations Person
Performed business consulting and public relations with outside enterprises concerning expansion of existing business
- Oct. 1991-July 1991 CITIBANK OF SOUTH DAKOTA, N.A., Sioux Falls, SD
Marketing Representative
Implemented marketing services with CRT computer
- June 1991- July 1991 FLANDREAU SANTEE SIOUX TRIBE, Flandreau, SD
Director, Economic Development
Created Board of Directors
Researched existing tribal businesses and presented recommendations for improvement or change
Implemented a search for business to locate within the area
Planned economic development programs
Worked with Counsel to have the understanding of economic development (business)

- Sept 1977-May 1991 NORDIC LADY BEAUTY SALON, 655 Main Avenue, Sioux Falls, SD 57104
Owner/Manager (Sept 1978-May 1991)
Manager (Sept 77-Aug 78)
 Scheduled duties and weekly shifts
 Purchased supplies
 Tracked monthly inventory
 Performed retail sales
 Created format for advertising
 Maintained financial records and payroll
 Prepared all tax forms
 Supervised and trained employees
 Interviewed and hired qualified applicants
 Kept records of clientele services rendered
- June 1965-Feb 1975 BUDGET BEAUTY SALON AND KEHER BEAUTY SCHOOL, Sioux Falls, SD/Sioux City, IA
Manager/Operator/Instructor
 Trained new employees
 Interviewed applicants
 Ordered supplies
 Prepared weekly work sheets for employees
 Handled customer relations
 Deposited weekly receipts
 Instructed students part-time at the Kener Beauty School
- Special Interests** Member, Flandreau Santee Sioux Tribe, Flandreau, SD
 PTA - Served on local and state level - Held positions of President, Vice-President, Secretary, and Historian
 Commissioner, Juvenile Protection
 Commissioner of Legislation
 Prepared parenting skill workshops for Native American parents, which included the monetary aspect also
 Boy Scouts:
 Cub Scout Leader
 Webelo Assistant Leader
 Boy Scout Badge Counselor
 Summer Camp Counselor
 Volunteer work within the drug and alcohol substance abuse programs
- Achievements** Attended South Dakota State University working on my M.S. degree in Human Resource Counseling/Agency. Upon receiving Master's degree, application will be made for admission to PhD program.
 Working with Admissions at Stewart's School of Hairstyling, I set a prerequisite for cosmetologists to receive 72 credit hours that could be applied toward the Applied Management degree at National College. National College is one of the few colleges in the Midwest that offers this type of degree.
 In 1988 ran as the only woman minority candidate for seat on Sioux Falls City Commission.

REFERENCES AVAILABLE UPON REQUEST

1. Please convince me that you can handle the physical components of this job?

Could you give me examples of other physical labor type of tasks you have done in the past?

What about other physical activities you do outside of work?

Truck driving,
open doors, drops and hand left,
Pallet lifting - 20 - 60 lbs!

2. How comfortable are you with repetitious types of work? Could you give me examples of what you have completed in the past?

Driving, is driving within various parameters.

3. How committed are you to keeping your next job for long term, provided there is room for advancement in either learning new skills or improving hourly wage?

I need to work and on a good wage.

4. What do you feel are your best qualities in terms of what YOU as an employee can offer your employer?

Honesty, integrity, loyalty, team player, over achiever, like challenges.

5. How comfortable are you in working in a team environment? Give examples of places where you worked in a team environment? What do you see are the benefits of a team environment atmosphere. Also, how do you feel about cultural diverse environments?

Benefits - get the job done quicker if you
are working together

able to teach and work in all cultures.

6. How many sick days have you taken off in the last year?

never while driving. willing to help others who have trouble.