

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) Graf, Dylan Date: 06/02/22

Address: (Street Address) 2306 20th St NW (Apt. /Unit #) N/A

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

Phone: 507-252-6552 Email: dmggraf@gmail.com

Social Security No. 475-43-8789 Date Available: 06/02/22

Position Applied for: Warehouse Tech Desired Salary: \$17/hr

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.com Referral Name: _____

If under 18, please list age: N/A

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	John Marshall cell	1510 14th St NW	4	HS Diploma
College	N/A			
Bus. Or Trade School				
Professional School	N/A			

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Previous Employment

Company: Discount Tire Co. Phone: 507-929-2959
Address: 3862 55th St NW Supervisor: TONY
Job Title: Tire tech Starting Salary: \$ 14 Ending Salary: \$ 15
Responsibilities: Worked on tires
From: _____ To: _____ Reason for Leaving: Covid
May we contact your previous supervisor for reference? Yes No

Company: Fleet Farm Phone: 507-289-3330
Address: 4591 Maine Ave SE Supervisor: ERIC
Job Title: Auto service Adv Starting Salary: \$ 16 Ending Salary: \$ 16
Responsibilities: Worked with customers
From: May 2020 To: Oct 2020 Reason for Leaving: School
May we contact your previous supervisor for reference? Yes No

Company: TOM KATLEC Honda Phone: 507-264-4386
Address: 3333 Wilder Rd NW Supervisor: AJ
Job Title: Body/ Auto Tech Starting Salary: \$ 18 Ending Salary: \$ 18
Responsibilities: Worked on the cars
From: Dec 2020 To: May 2022 Reason for Leaving: I put my 2 weeks in
May we contact your previous supervisor for reference? Yes No

Company: N/A 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: [Signature] Date: 06/02/22

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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: 06/02/22

Dylan Graf

Rochester, MN 55901
dylanmmgraf4_mt9@indeedemail.com
+1 507 251 6552

Work Experience

Automotive Technician / Auto Body Technician

Tom Kadlec Honda - Rochester, MN
December 2020 to April 2022

Automotive Service Advisor

Fleet Farm - Rochester, MN
April 2020 to October 2020

1. Answer phones promptly and courteously, adhering to service scripts.
2. Schedule service appointments for customers.
3. Establish a working knowledge of Fleet Farm's entire line of tires, parts and accessories.
4. Promote and sell automotive products and services that meet customer needs.
5. Develop service estimates by costing materials, supplies and labor, and calculating customer's payment.
6. Occasionally, perform basic maintenance duties such as changing oil, checking fluids, installing batteries, mounting and balancing tires.
7. Assist customers with all questions and handle all customer issues. Always provide superior customer service.
8. Assist in preparations for events and promotions.
9. Ensure all services are completed with a high degree of quality and meets the needs of the customer.

Tire Technician

Discount Tire - Rochester, MN
August 2019 to April 2020

- Installs new tires and wheels
- Performs maintenance on tires, including rotations, balancing, and repairs
- Participates in hands-on and classroom-style training
- Follows safety procedures and company policies while performing job duties
- Conducts basic maintenance and cleaning
- Provides helpful, friendly, and responsive customer service

Education

High school diploma

John Marshall High School - Rochester, MN
2016 to 2021

Skills

- Auto Body Repair
- Vehicle Maintenance
- Buffing
- Automotive Repair
- Mechanic Experience
- Auto Painting
- Mechanical Knowledge
- Automotive Diagnostics
- Suspension
- Transmissions
- Oil Change
- Auto Estimating
- Brake Repair
- Tire Service
- Equipment Repair