

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) Seitz Elizabeth Date: 8-9-23
 Address: (Street Address) 1103 7th St. NE (Apt./Unit #) _____
 (City) Rochester (State) MN (ZIP Code) 55906
 Phone: 612-261-5309 Email: elizabethseitz48@gmail.com
 Social Security No. 473-29-2300 Date Available: ASAP
 Position Applied for: Any Desired Salary: \$18.00
 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: _____ **2N**

If under 18, please list age: _____
 Do you have responsibilities or commitments that will prevent you from meeting specified work schedules? No Yes

FT
Weekends okay
No concerns
go
consider

Education

Type of School	Name of School	Location (Complete Mailing Address)	Number of Years Completed	Major & Degree
High School	Discovery Public School	Faribault	4	
College	NAU/RTC	Brooklyn center/Roch		
Bus. Or Trade School				
Professional School				

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

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

*ICR
eyota
Food Mart*

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

EX

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: _____

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



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 be 'J. J. [unclear]', written over a horizontal line.

Date: _____

8-9-23



CMG Preliminary Questions



Name: Liz Seitz

Date: 8.9.23

Please Mark Yes or No

- 1. If hired are you willing to take a drug test? Yes No *JS*
- 2. Do you have any known food allergies to soy, wheat, peanuts, or milk? Yes No
- 3. Are you able to work with pork? Yes No *JS*

Please Mark Your Preferred Position

- 4. Which plant do you prefer? South North *JS*
- 5. What shift to you prefer? 1st 2nd 3rd

Have you ever been convicted of a crime? Yes No *JS*

Explain

Incident worked for a PCH company & found out
it was fraudulent

Employee Signature *[Signature]*

Interviewer Signature *Kelly M Sutton*



Elizabeth Seitz

Rochester, MN
elizabethseitz48@gmail.com
6122615309

To obtain a customer service position utilizing my superior work ethic, soft skills, phone etiquette and professionalism from a progressive company looking to hire full time.

Authorized to work in the US for any employer

Work Experience

Assembler Line Worker

McNeilus Truck and Manufacturing - Rochester, MN
July 2019 to Present

- Apply decals
- Grease trucks
- Finish the cab
- Add brooms, shovels, clean out hoes
- Create and install data plates

Lyft Driver

Lyft Corporate
2018 to Present

Delivery Driver

Channel One Regional Food Bank - Rochester, MN
October 2020 to May 2021

Pack boxes then deliver them out in the community

Driver

Kids on the Go - Rochester, MN
February 2019 to April 2019

Transporting kids to and from school and appointments. Was only working here short term because I had moved from Minneapolis and was pregnant

Secretary/Receptionist

Decks Direct - Brooklyn Center, MN
February 2018 to June 2018

- Will Calls
- Emails
- Answering the phone
- Scanning documents
- RMA Specialist



Customer Service Representative

Customer Contact Services - Hopkins, MN

February 2016 to November 2017

Answer 80-200 calls a day

ATK Agent - Transfer people to the right band for firearms and ammo

Health Insurance - Data entry, help members receive gift cards for completing healthcare activities

Packaging

Doherty Staffing Solutions - Brooklyn Park, MN

April 2014 to January 2016

Shrink Wrapping

machine operator

Packaging

PCA

Accessible Space, Inc - Rochester, MN

September 2011 to August 2012

Responsibilities

Bathe clients, pass meds, run errands, prepare meals, and clean

Education

High school or equivalent in Criminal Justice

Rochester Community and Technical College - Rochester, MN

January 2012 to May 2012

High school diploma in Medical Assistance

national American university - Brooklyn Center, MN

2011 to 2012

Skills

- Assembly Worker
- Assembly Line
- Clean Room
- Manufacturing
- Phone Etiquette
- Packaging
- Machining

Certifications and Licenses

Driver's License



Additional Information

Microsoft excel, Microsoft word, SAP, Outlook.

