



CMG APPLICATION FOR EMPLOYMENT

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS AND A BACKGROUND CHECK WILL BE COMPLETED

PLEASE COMPLETE PAGES 1-5 DATE _____

Name ^{1st} Dulce Maria Guadarrama
Last First Middle Maiden

Present address 464 1/2 South Robert St
Number Street
Saint Paul MN 55107
City State Zip

Social Security No. - 55 - 2951

Telephone (651) 494 2602 E-Mail _____

If under 18, please list age _____ Referred by _____

Position applied for (1) _____ and salary desired (2) <u>10 hr</u> (Be specific)	Shift available to work 1 st <u>Mon Tue Wed thrs Fri</u> 2 nd _____ 3 rd _____
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How many hours can you work weekly? _____ Can you work nights? _____

Employment desired FULL-TIME ONLY PART-TIME ONLY FULL- OR PART-TIME

When available for work? _____

Do you have responsibilities or commitments that will prevent you from meeting specified work schedules?
 No Yes If so, please explain _____

Do you anticipate any absences from work on a regular basis?
 No Yes If so, please explain _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School	<u>Mexico</u>	<u>Mexico</u>		
College				
Bus. or Trade School				
Professional School				

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MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? __ Yes No

ARE YOU NOW A MEMBER OF THE RESERVE OR NATIONAL GUARD? __ Yes No

Branch _____ Specialty _____

Date Entered _____ Discharge Date _____

WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name <u>Spectrum Staffing</u>	Supervisor name <u>Sonia</u>	
Position <u>Assembly Associate</u>	Employment dates	Pay or salary
Company <u>B</u>	From	Start <u>8 hr</u>
Address <u>Snelling</u>	To	Final <u>9 hr</u>
Telephone <u>(651)</u>	Your last job title _____	
Reason for leaving (be specific) _____		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.		

Name <u>Doro they</u>	Supervisor name <u>Diane</u>	
Position _____	Employment dates	Pay or salary
Company <u>DPC</u>	From <u>2 Feb</u>	Start <u>11.25</u>
Address _____	To <u>Jun 15 2015</u>	Final <u>11.25</u>
Telephone <u>(752) 832 8300</u>	Your last job title _____	
Reason for leaving (be specific) _____		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.		

APPLICATION FOR EMPLOYMENT

WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name _____ Position _____ Company _____ Address _____ Telephone (____) _____	Supervisor name _____	
	Employment dates	Pay or salary
	From	Start
	To	Final
Your last job title _____		

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company.

Name _____ Position _____ Company _____ Address _____ Telephone (____) _____	Supervisor name _____	
	Employment dates	Pay or salary
	From	Start
	To	Final
Your last job title _____		

Reason for leaving (be specific) _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact your present employer? Yes ___ No

Did you complete this application yourself Yes ___ No

If not, who did? _____

APPLICATION FOR EMPLOYMENT

DO YOU HAVE A DRIVER'S LICENSE? ___ Yes ___ No

What is your means of transportation to work? _____

Driver's license number _____ State of issue _____

Operator ___ Commercial (CDL) ___ Chauffeur ___

Expiration date _____

Have you had any accidents during the past three years? ___ Yes ___ No
If so, how many? _____

Have you had any moving violations during the past three years? ___ Yes ___ No
If so, how many? _____

Please list two references other than relatives or previous employers.

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Address _____	Address _____
_____	_____
Telephone (____) _____	Telephone (____) _____

APPLICATION FOR EMPLOYMENT

**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.

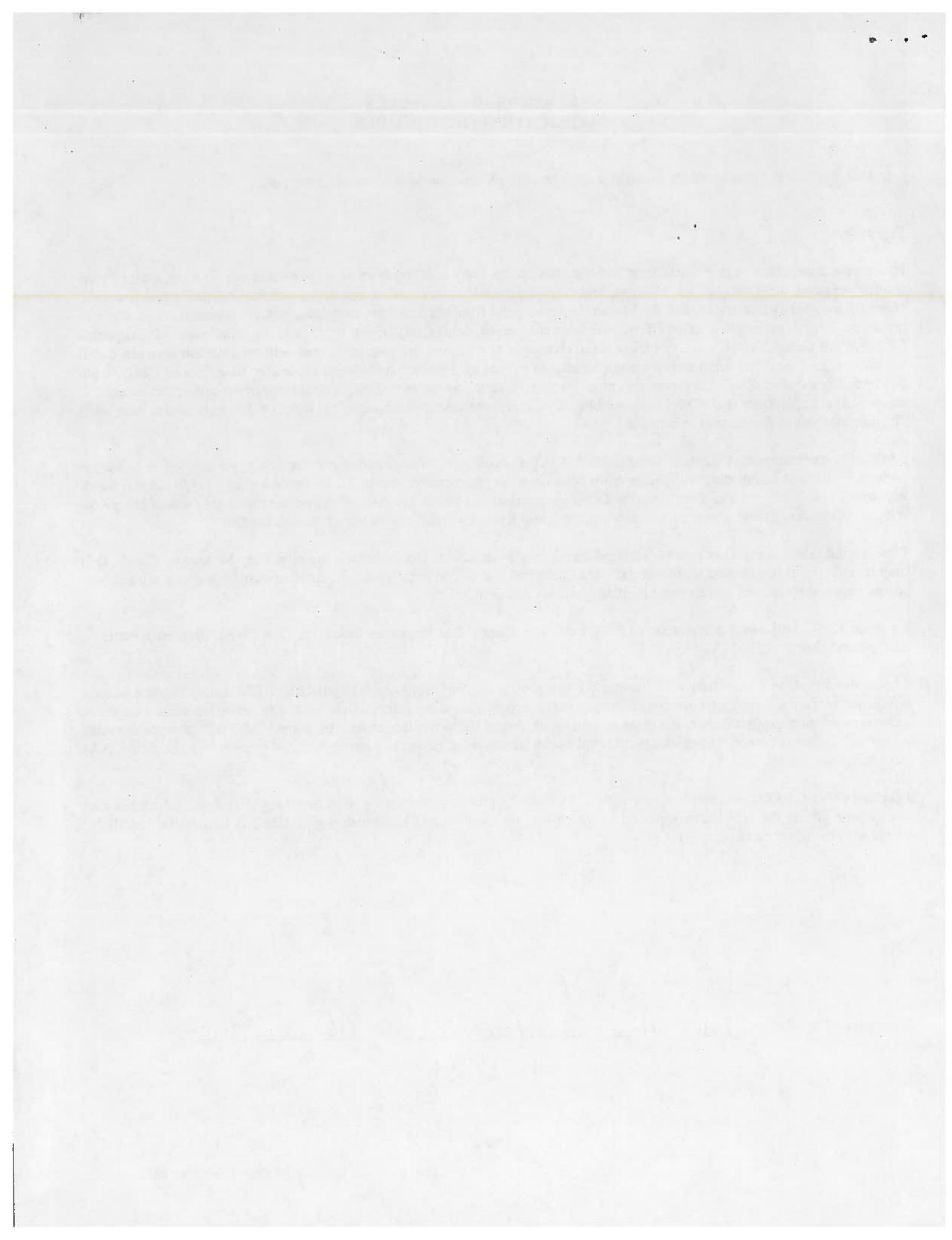
I understand that a comprehensive background check may be conducted to determine my eligibility for hire by CMG. This may include but is not limited to, investigations of criminal and/or conviction records, driving records and/or a drug screen test as required by clients, government regulations or by 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 Dulce Maria Guadarrama Date: 06-30-2015



Dulce Maria Perez

464 ½ South Robert Street - Apt. 2

St. Paul, MN 55107

651-494-2603, dulceperez2621@gmail.com

Summary of Qualification:

Dependable employee recognized for punctuality and perfect attendance. Quick learner and very efficient. Detail oriented with a high degree of accuracy. Able to work independently, as well as in a team work situation.

Objective:

Looking for a full-time position in the Twin Cities Metro area, during first shift in the areas of assembly, packing, stocking and/or cleaning.

Work Experience:

Office Maintenance:

Private Party, St. Paul, MN
07/24/2004

07/23/2003-

All aspects of maintenance: cleaning, disposed trash and recycling, washing windows, cleaning bathrooms, vacuuming, sweeping and mopping floors.

Perform deep cleaning tasks and special projects as needed.

House Maintenance:

Connie's Cleaning, St. Paul, MN
07/24/2004

07/23/2003-

Cleaned all designated areas as instructed: cleaning bathrooms and kitchens, laundry, dusting and maintenance of all flooring.

Packaging Associate:

American Importing Company, Minneapolis, MN
10/10/2012

10/10/2011-

Packaged merchandise for shipping.
Ensured correctness of all labeled and inventoried material.
Documented and verified production materials for 100% accuracy.

Assembly Associate:

Spectrum Staffing, St. Paul, MN
6/25/13

10/25/2011-

Assembled, packaged and wrapped merchandise for shipment per detailed instruction.
Performed detail work per specification for decorating seasonal merchandise.
Quality inspections performed on all items to ensure the highest quality for shipment.

Volunteer Position:

Dulce Maria Perez

104 N. South Robert Street - Apt. 2
St. Paul, MN 55107
651-594-1002 dulcemaria@earthlink.net

Summary of Qualifications

Responsible employee recognized for punctuality and performance. Quick learner and very efficient. Detail oriented with a high degree of accuracy. Works independently as well as in a team work situation.

Objective:

Looking for a full-time position in the Twin Cities Metro area during first shift in the areas of assembly, packing, stocking and/or cleaning.

Work Experience:

Office Maintenance
 07/15/2004 - Present
 St. Paul, MN
 651-594-1002

All aspects of maintenance - cleaning, disposal trash and recycling, washing windows, cleaning, mopping floors.
 Routine deep cleaning tasks and special projects as needed.

House Maintenance:

07/24/2004 - Present
 Coome's Cleaning St. Paul, MN
 651-594-1002

Cleaned all designated areas as instructed - cleaning, bathrooms and tile and grout, dusting and

Freight Associate:

10/10/2011 - Present
 American Importing Company, Minneapolis, MN

Packed merchandise for shipping.
 I named contents of all labeled and inventoried materials.
 Inspected and verified production materials for 100% accuracy.

Assembly Associate:

03/20/11 - Present
 Spectrum Staffing, St. Paul, MN

Assembled, packaged and wrapped merchandise for shipment per detailed instruction.
 Part and detail work per specification for decorating seasonal merchandise.
 Quality inspections performed on all items to ensure the highest quality for shipment.

Volunteer Position:

Applicant Name: Dulce Guadarrama Date: 6/30

Interviewer: _____

1. **How did you hear about Corporate Management Group? Ad? Referral?**
2. **Is that a mobile / Cell phone or lan line? Do you accept test messages?**
How about email? cell / text + yes
3. **(+/-) What are your pay expectations? (Make sure to explain our pay structure)**
4. **(+/-) What shift(s) do you prefer to work?**
1st only m-F
5. **(+/-) Are you available to work weekends?**
NO
6. **(+/-) How do you plan to get to and from work?**
bus / car
7. **(+/-) Tell me about what you did at (Pick a previous position listed on application)?**
 - **Why did you leave that position?**
 - **If relevant – Why were you terminated?**
8. **(+/-) Have you ever made a mistake while at work?**
How did you handle it?
9. **(+/-) Has there been a time when there wasn't any or enough work to do at one of your previous positions?**
What did you do?
10. **(+/-) Do you currently have any limitations or restrictions that we should be aware when considering you for a position? If so, What? (It does not eliminate them from opportunity we want to make the right match)**

11. Preparation _____

12. Comprehension _____

