



CMG APPLICATION FOR EMPLOYMENT

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

PLEASE COMPLETE PAGES 1-5 DATE 3-21-2017

Name Janasak, Laura Lee Ried
Last First Middle Maiden

Present address 2509 13th Avenue NW
Number Street
Rochester MD 55911
City State Zip

Social Security No. 503 - 62 - 2521

Telephone (507) 261-0162 - cell E-Mail Janasak@gmail.com

If under 18, please list age _____ Referred by _____

Position applied for (1) <u>Administrative Support</u> and salary desired (2) <u>14.00-16.00</u> <small>(Be specific)</small>	Shift available to work 1 st <input checked="" type="checkbox"/> _____ 2 nd _____ 3 rd _____
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How many hours can you work weekly? 40 Can you work nights? no

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

When available for work? April 3rd

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>Halatow High</u>	<u>Ntr. St.</u>	<u>Graduated</u>	
College				
Bus. or Trade School				
Professional School	<u>Licensed Insurance Agent</u>		<u>25 yrs.</u>	

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>North Risk Partners</u>		Supervisor name <u>Mark Hayford</u>	
Position <u>Marketing Manager</u>		Employment dates	Pay or salary <u>\$29.52</u>
Company <u>C. O. Brown</u>		From <u>1/6/92</u>	Start
Address <u>2048 Superior Dr NW</u>		To <u>3/7/17</u>	Final
<u>Rochester MN 55901</u>		Your last job title <u>Marketing Manager</u>	
Telephone <u>(567) 288-7600</u>		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. <u>See Attached</u>			

Name <u>Karl Inc</u>		Supervisor name <u>Brad Button</u>	
Position <u>Caterer</u>		Employment dates	Pay or salary
Company <u>Boomers</u>		From <u>2/14/04</u>	Start
Address <u>3737 48th Ave NW</u>		To <u>11/28/16</u>	Final
<u>Rochester MN 55901</u>		Your last job title <u>Food Service</u>	
Telephone () _____ <u>Brad</u>		Reason for leaving (be specific) <u>Business Closed</u>	
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company. <u>Planned Menu, purchased & cooked & served 30-120 people</u>			

**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 *Laura Janasak* Date: *3/21/17*

Laura Janasak

2509 13th Avenue NW

Rochester MN 55901

507-261-0162

ljanasak@gmail.com

Employed 01/06/1992

C O Brown

Marketing Manager

Placed Commercial insurance

- Negotiated pricing and coverage
- Worked numerous company specific websites for rating, claims and billing issues
- Administrator for all secured Insurance Company web-sites

Maintained relationships with company reps

- First point of contact for over 30 companies

Updated staff on company changes

MN State Advisory Board for

- West Bend Mutual 3 years
- Secura Insurance 3 years
- UFG Group 1 year
- Grinnell Mutual 1 year
- State Auto 1 year
- Auto Owners 1 year

Represented Agency at insurance company events

Hosted hospitality rooms at state convention 3 years

Knowledge of basic office equipment

Computer knowledge

Able to multi-task and change priorities when needed

Loyal, dependable, honest, dedicated

Consistently received positive performance reviews for 25 years