

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



ENTERED

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) DUK phally Date: 5/29/18
Address: (Street Address) 1416 1st Street SE (Apt. /Unit #) _____
(City) Rochester (State) MN (ZIP Code) 55904
Phone: 567-358-2824 Email: _____

Social Security No. _____ Date Available: immediately

Position Applied for: Any Desired Salary: open

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: _____

If under 18, please list age: _____

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				
College				
Bus. Or Trade School				
Professional School				

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Previous Employment

Company: Global Home Health Care Phone: _____

Address: _____ Supervisor: _____

Job Title: PCA Starting Salary: \$ 10.50 Ending Salary: \$ 10.50

Responsibilities: provide personal care assistance such as bathing, toileting, and working with residents

From: 2018 To: current Reason for Leaving: Still employed

May we contact your previous supervisor for reference? ☒ Yes ☐ No

Company: Hawthorne Education Phone: _____

Address: _____ Supervisor: _____

Job Title: professional Starting Salary: \$ 15.86 Ending Salary: \$ 15.86

Responsibilities: assisted students with computer lab and help answer students questions

From: 1999 To: 2017 Reason for Leaving: Left job

May we contact your previous supervisor for reference? ☒ Yes ☐ No

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

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: _____

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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 Phally Ouk Date: 5/29/18

Phally Ouk

416 1st Street SE
Rochester, MN 55904

Phone: (507) 358-2824 cell
Phone: (507) 206-4358 Home

OBJECTIVE:

Highly motivated professional with excellent time management and problem solving skills

SUMMARY:

I am a highly ambitious individual with the following exceptional qualities:

- A strong, resilient team player with the ability to interact professionally and build positive relationships with all levels of staff within an organization
- Ability to comprehend instructions and seek clarification when needed
- Strong hard-working, responsible, enthusiastic, and reliable

EXPERIENCE:

International Home Care: Personal Care Assistance Rochester, MN July 2013-present

- Assisted elderly person with special needs such as performing their financial and personal care needs
- Generally I am responsible for cleaning, cooking, running errands, and doing laundry, as well as assisting client with bathing, showering, grooming, and other personal hygiene tasks
- Engage client in activities like reading, talking, and playing game

Hawthorne Education Center: Education Assistant Rochester, MN February 1999 to March 2017

- Worked at the front desk of the computer lab and assisted students check in/out
- Assisted students and helped them explained the procedures of the lab
- Assisted translate and tutored students at times
- Built strong and lasting relationships with students and provide instruction as needed
- Performed clerical, classroom maintenance, and instructional duties as assigned by staff
- Assisted the instructor with recordkeeping such as tracking attendance and calculating grades

REFERENCE:

Dorothy Willkomm
507-282-8478
Teacher at Hawthorne

Joy Nelson
507-282-8478
Teacher at Hawthorne

Julianne Hoff
507-282-8478
Hawthorne Ed Center