



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 ~~XXXX~~ Sandra Leigh Cortez
Last First Middle Maiden

Present address 2000 Sunset Way #7205
Number Street
Longmont CO 80501
City State Zip

Social Security No. 521-23-4977

Telephone (720) 621-0969 E-Mail sandracortez1964@aig.com

If under 18, please list age _____ Referred by _____

Position applied for (1) machine-operator Shift available to work
 and salary desired (2) open for entry level
 (Be specific) 1st
2nd
3rd _____

How many hours can you work weekly? 40 + Can you work nights? yes

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

When available for work? 08-28-2015

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>Front Range Community</u>	<u>Westminister Colorado</u>	<u>1</u>	<u>G.E.D.</u>
College				
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? ___ No Yes

If yes, explain number of conviction(s), nature of offense(s), dates of conviction(s), sentence(s) imposed, and type(s) of rehabilitation. D.V.I 1999, all completed, have a driver's license now.

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

What is your means of transportation to work? Drive own car

Driver's license number 92-047-4105 State of issue Colorado

Operator ___ Commercial (CDL) ___ Chauffeur ___

Expiration date 01-19-2020

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 Fuchsia Flores Name Teyla Robertson

Position owner Position CNA

Company Complete Cleaning Company self employed/HomeCare Provide

Address 1522 Atwood St. Address Walsenburg, Colorado
Longmont, Colorado

Telephone (720) 232-5149 Telephone (720) 448-2221

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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>Labor Ready</u>	Supervisor name <u>Cynthia</u>	
Position <u>Remodel/Stock</u>	Employment dates	Pay or salary
Company <u>Walmart</u>	From <u>01-07-15</u>	Start <u>9.00</u>
Address <u>455 Main St</u>	To <u>08-28-15</u>	Final <u>10.00</u>
<u>Longmont</u>	Your last job title <u>Stock-</u>	
Telephone <u>(303) 651 6722</u>	Reason for leaving (be specific) <u>Still work</u>	

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company. Change shelves, restock merchandise, Clean, interact with customers.

Name <u>Corre Staff</u>	Supervisor name <u>Nadine Pollard</u>	
Position <u>Order puller</u>	Employment dates	Pay or salary
Company <u>Learnin Tree</u>	From <u>10-20-14</u>	Start <u>10.00</u>
Address _____	To <u>12-20-14</u>	Final <u>9.50</u>
<u>Longbow Drive</u>	Your last job title <u>Recycle,</u>	
Telephone <u>(303) 724 3422</u>	Reason for leaving (be specific) <u>Job Complete</u>	

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this Company. Pulled orders, customer stores, separate cards and envelopes. Helped with cleaning and machine operating.

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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>Ross Dept Store</u>	Supervisor name <u>Karen</u>	
Position <u>Sale associate</u>	Employment dates	Pay or salary
Company <u>Ross Dept Store</u>	From <u>4-15-14</u>	Start <u>8.25</u>
Address <u>Ken Pratt Blvd</u>	To <u>10-20-14</u>	Final <u>8.25</u>
Telephone <u>(303) 657 9274</u>	Your last job title <u>Sale associate</u>	
Reason for leaving (be specific) <u>only worked me 10 hrs weekly.</u>		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company. <u>_____ worked cash register, fitting room attendant, recovery, stock items.</u>		

Name <u>Job store</u>	Supervisor name <u>Suzie</u>	
Position <u>Order Puller</u>	Employment dates	Pay or salary
Company <u>Baba lot</u>	From <u>01-15-14</u>	Start <u>10.00</u>
Address <u>Broomfield</u>	To <u>09-07-14</u>	Final <u>10.00</u>
Telephone <u>303 682 5627</u>	Your last job title <u>Order Puller</u>	
Reason for leaving (be specific) <u>_____ 2 week assignment, Completed</u>		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company. <u>Pulled orders for Tennis Racquet Company. Used <u>(Gemini)</u> or and helped stock and package.</u>		

May we contact your present employer? Yes ___ No

Did you complete this application yourself? Yes ___ No

If not, who did? _____

**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: 08-28-15

[IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION]

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

Sandra Cortez, or any of its subsidiaries may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may contain information regarding your credit history, criminal history (State and Federal records), social security verification, address trace, motor vehicle records ("driving records"), verification of your education or employment history, or other background checks. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised NationSearch LLC, 11160 Huron St. Suite 100 Northglenn, Co 80234, (800)-827-9550 will be conducting the ICR or another outside organization. The scope of this notice and authorization is all encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by the Company at any time after receipt of this authorization and throughout my employment, if applicable. I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, credit reporting agency, employer, to provide any and all background information requested by NationSearch LLC, 11160 Huron St. Suite 100 Northglenn, CO 80234 (800)-827-9550, another outside organization acting on behalf of the Company, and/or the Company itself. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

Notice to California Applicants: Notice to California Applicants: Under section 1786.22 of California Civil Code, you have the right to request from NationSearch, upon proper identification, the nature and substance of all information in files pertaining to you, including the sources of information, and recipients of any reports on you, which NationSearch has previously furnished within the two-year period preceding your request. You may view the file maintained on you by contacting NationSearch during normal business hours. You may also obtain a copy of this report(s) upon submitting proper identification. Upon making a written request, you may receive a summary of your report.

New York applicants or employees only: You have the right to inspect and receive a copy of any investigative consumer report requested by the Company by contacting the consumer reporting agency identified above directly.

Notice to Maine Applicants: Under Chapter 210 Section 1314 of Maine revised Statutes, you have the right, upon request, to be informed within 5 business days of such a request to whether or not an investigative consumer report was requested. If such report was obtained, you may contact the Consumer Reporting Agency, NationSearch and request a copy of the report(s) compiled.

Minnesota and Oklahoma applicants or employees only: Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company.

Last Name:	First:	SS#
Cortez	Sandra	521234977
Other Names used:	Date of Birth:	For employment Purposes Only
	01-19-1964	
Motor Vehicle Number and State of Issue: (Driver's License #, NOT License Plate #)	92-047-4105	
Address:	2000 Sunset Way #7205 Langman, (Blk 8050)	

Signature: Sandra Cortez Date: 08-28-15

Please initial this box in affirmation that you have been advised of your rights as it pertains to this consumer investigative report, and are aware of the agency conducting the investigation:

IN CASE OF AN EMERGENCY - NOTIFICATION INFORMATION

Name: Sandra Leigh Cortez

Address: 2000 Sunset Way # 7205

Home Phone: 720 621 0969

Person(s) to contact in case of an emergency on the job (in order of preference):

1. Name: Ulyssese Alex Cortez

Phone (work): _____

Phone (home): 303 419 0443

2. Name: Fuchsia Flores

Phone (work): _____

Phone (home): 720 232 5149

Additional information you want CMG and our clients to know in the event of an emergency:

I am a catholic / Christian



Affirmation of Legal Work Status
Pursuant to § 8-2-122, Colorado Revised Statutes

Employee Name: Cortez Sandra L 01-19-1964
Last First Middle Date of Birth

Social Security Number: 571-23-4977 Date of Hire: 08-28-15

In accordance with § 8-2-122, C.R.S., within twenty days after hiring the new employee listed above,

I affirm all four of the following:

1. I have examined the legal work status of the above named employee.
2. I have retained file copies of the documents required by 8 U.S.C. sec. 1324a.
3. I have not altered or falsified the employee's identification documents.
4. I have not knowingly hired an unauthorized alien.

Print Name of Employer (or Designated Representative) **Official Title**

Signature of Employer (or Designated Representative) **Date Signed**
 Corporate Management Group 12000 N. Washington Street #290
 Thornton, CO 80241 303-920-1425

Business or Organization Name **Employer Phone Number**

§ 8-2-122(2), C.R.S.: On and after January 1, 2007, within twenty days after hiring a new employee, each employer in Colorado shall affirm that the employer has examined the legal work status of such newly-hired employee and has retained file copies of the documents required by 8 U.S.C. sec. 1324a; that the employer has not altered or falsified the employee's identification documents; and that the employer has not knowingly hired an unauthorized alien. The employer shall keep a written or electronic copy of the affirmation, and of the documents required by 8 U.S.C. sec. 1324a, for the term of employment of each employee.

This affirmation and the documents required by 8 U.S.C. sec. 1324 (copies or electronic copies) will be retained for the duration of the above named individual's employment.

