



# CORPORATE MANAGEMENT GROUP

## Employment Application

Office Hours: Monday-Friday 9am-3pm

Office Number: 507-838-5994

Office Address: 1825 7th St NW Rochester, Mn 55901

12/20 10 AM

Message 12/18 @ 1:30 P  
eligible for Rehire

JP

### 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) JAN SQUIRE (J.P.) Date: 12-18-23

Address: (Street Address) 400 1ST AVE NW (Apt./Unit #) 112

(City) ROCHESTER (State) MN (ZIP Code) 55901

Phone: 507-271-9317 Email: THEVIKINGS CAPT1971@GMAIL

Social Security No. 347-54-9964 Date Available: JAN 1ST

Position Applied for: Frozen Storage Desired Wage: 18.50/hr

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? ROB PAYNE Referral Name: ROB PAYNE

If under 18, please list age: \_\_\_\_\_

Do you have responsibilities or commitments that will prevent you from meeting specified work schedules?  No  Yes

Weekend ok

### Education

Type of School	Name of School	Location (Complete Mailing Address)	Number of Years Completed	Major & Degree
High School	EDEN PRINCE HIGH			
College	KEISER COLLEGE	FL		
Bus. Or Trade School				
Professional School				

orientation  
 Payrollity  
 Enter  
 Hire  
 B6  
 Everify  
 Ntto

Turned down due to wage

1st Frozen

Close to PM  
Car

401K  
Denial

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**Previous Employment**

Company: Pace Intl Phone: \_\_\_\_\_

Address: Technology Drive Supervisor: BRYAN SCHAU *Heater*

Job Title: TECH SUPPORT Starting Wage: \$ 16.00 Ending Wage: \$ 17.50

Responsibilities: SOLD EQUIPMENT (DIGI) WALKED CUSTOMERS THROUGH SET UP.

From: OCT 21 To: JULY 23 Reason for Leaving: PAY & BENEFITS

*Threat Tech call. Trouble sheet Tech sales requested*

May we contact your previous supervisor for reference?  Yes  No

Company: ROCHESTER MEET CO. Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: MAINT TECH Starting Wage: \$ 14.50 Ending Wage: \$ 18.45

*Travel Taxes*

Responsibilities: MAINTENANCE TECH - PRODUCTION MACHINES

From: 1-17 To: 12/21 Reason for Leaving: THOUGHT I FOUND A NEW JOB

May we contact your previous supervisor for reference?  Yes  No *Day. 4-years*

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Wage: \$ \_\_\_\_\_ Ending Wage: \$ \_\_\_\_\_

Responsibilities: Temp people ready. I didn't want to travel

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for reference?  Yes  No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Wage: \$ \_\_\_\_\_ Ending Wage: \$ \_\_\_\_\_

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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"your workforce management & staffing experts"

**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.

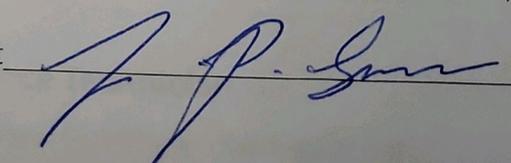
I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of facts will result in my disqualification from consideration for employment or, if discovered after I begin employment, will result in my termination. I hereby give CMG permission 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: 12-18-23

# jan squire

Elevated Technical Support

+1 507 271 9317

thevikingscapt1971@gmail.com

Rochester, MN 55901

Willing to relocate anywhere

Authorized to work in the US for any employer

## Summary

Looking for a professional environment in the customer service/technical support/sales industry. I am very experienced in dealing with customers and trouble shooting! Employers must consider 19-23hr rate in order for me to consider and or accept any offers.



## Work experience



### Satellite Technician

Pace International Inc - Rochester, MN

October 2021 to Present

Responsible for selling dish satellite equipment and services, instruct on setup and advise on other Technical issues. write up trouble tickets and warranties. authorize replacements after troubleshooting equipment. speak directly with customers via Telephone and at times in person regarding best equipment for use and set up options. De-escalate frustrated customers whom are having set up issues with their equipment. 98% success rate. avg 35 calls a day. I was the #1 Tech in call numbers and sales along with being the most requested Technical Support agent at this call center.



### Maintenance Technician

Rochester Meat Company - Rochester, MN



January 2017 to December 2020

did preventive maintenance on production machines. was a HAZMAT Response Team Member. was responsible for answering calls, filing and creating work orders as well as ordering parts.

### **Resident Captain/Security**



Longboat Key Moorings - Longboat Key, FL

February 2004 to September 2007

conducted monthly systems checks on Yacht's, scheduled maintenance based on these checks. supervised 3 crewman who were responsible for weekly,biweekly and monthly detailing of customer yachts. was main contact for customers needing yacht services. did private instruction and private charters as well. increased company business by 23% my first year there. Assisted yacht brokers showing vessels for sale by running the clients on the boat assisting in the sale.

### **Master Captain**



Mote Marine-Sarasota Bay Explorers - Sarasota, FL

November 2003 to March 2004

Operated a 40ft Pontoon boat for tourists to see and experience both the local and marine wild life. The Marine Biologist on Board did most of the Educational Narration.

### **Private Captain**



Private Captain - Sarasota, FL

March 2001 to January 2004

worked for private owners maintaining and operating their vessels.also did a lot of house sitting for these same owners ensuring property was secure and safe while they were away, including doin all all storm preparations. conducted bi-weekly systems checks and monthly sea trials ensuring the vessels ran properly. ran owners and guest to the Fl keys and around the local waterways, including Egmont Key. lunches,dinners, and booze cruises. scheduled maintenance for the vessels accordingly and ensured it was done correctly. (at one point i had 9 clients) very stressful but had its perks!!

### **Resident Captain 100 ton Master Certified.**



Gulfwind Marine - Sarasota, FL

September 1999 to March 2001

instructed new owners of Sea rays and Boston Whalers how to use and maintain their new or used vessels. some detailing was done. assisted

yacht brokers with sales and conducted sea trials with prospective clients.

**resident captain OUPV certified/yacht detailer**



Westport Yacht Sales - Fort Lauderdale, FL

← Profile

👁 Searchable



Beach Boat shows.

**Resident Captain and service tech.**



Freedom Boat Club - Sarasota, FL

March 1999 to September 1999

rented cleaned and fixed rental boats for customer use. worse job i have ever had.

**Boat Detailer**



ALLIED MARINE - Fort Lauderdale, FL

November 1996 to November 1998

detailed all Hatteras and Tiara yachts along with Pursuit fishing vessels that were either sold or came in for service. also participated in two annual "Summer Cruises" that was sponsored by allied marine to go to Hurricane Hole in the bahamas for boat owners looking to expand their travel experiences and get the most out of their vessels. one of the best jobs i had ever had.

**Upgraded Security Officer-USO-Sergeant**



Wackenhut Security Corporations - Fort Lauderdale, FL

April 1994 to October 1996

did security patrols for hospitals and private residential areas(gated communities) did hourly security rounds both on site and at off site facilities associated with the hospitals.conducted weekly scheduling and filled in on vacant shifts when necessary.

**Education**



**1yr college in Paralegal Studies**    
keiser college - Sarasota, FL  
September 2002 to September 2003

**High school diploma or GED in Paralegal Studies**    
Keiser College - Sarasota, FL  
September 2002 to July 2003

**Skills** 

**Mechanic experience - 4 years**  

**Mechanical Knowledge - 4 years**  

**Troubleshooting - 10 years**  

**Sales - 10 years**  

**English**  

**Interviewing**  

**Sales Support**  

**Microsoft Outlook - 1 year**  

**Presentation Skills**  

**Writing Skills - 20 years**  

**Typing - 10 years**  

**Military Experience** - 4 years



**Calendar Management**



**Personal Assistant Experience**



**Negotiation** - 10 years



**Customer service** - 20 years



**Customer service** - 20 years



**Proofreading**



**Legal Drafting** - 2 years



**Event Planning**



**Legal Research** - 6 years



Do you want to add any of these skills?



+ **Telemarketing**

+ **Transcription**

+ **QuickBooks**

+ **Adobe Acrobat**

+ **Human Resources**

+ **Microsoft SharePoint**

## Military service



### Branch: United States Coast Guard



Service country: US

Rank: QM3 - E-4

August 1990 to March 1994

navigator. chart updates and corrections. chart plotting, including radar ranges and bearing shooting. stood underway QMOW of the watch on 180ft buoy tender and 110ft patrol boat

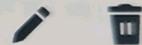
#### Commendations

Top performer at REFTRA awarded the GOLD-E Ribbon Honolulu, HI. Humanitarian Ribbon (Haitian Operations, Sea Service Ribbon, National Defense Ribbon.

## Certifications and licenses



### 100 master captains license



September 1998 to September 2009

yacht captain. master instructor. instructed new boat owners how to safely maneuver, fuel and navigate their their vessels in the local waters and accompanied them on longer trips for unsure operators, showed owners how to maintain and trouble shoot issues. instructed them on preventive maintenance and basic system operations, electrical,plumbing and A.C.

### Secret Clearance



November 1992 to September 1993

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