



Serving Corporate America With Reliable Service

EMPLOYEE INFORMATION FORM

Please print all information:

Last Name: _____ First Name: _____

Date of Birth: ____/____/____ Social Security Number: _____

Address: _____

Town | City: _____ State: _____ Zip Code: _____

Telephone Number: [Work]: _____ [Home]: _____

Emergency Contacts:

→ Please list 3 contacts in case of an emergency.

→ Please include name and number.

Name: _____ Phone #: _____

Name: _____ Phone #: _____

Name: _____ Phone #: _____

I agree that Resource Service Solutions may check my business references, proof of insurance and background report. This will verify proper U.S. citizenship and criminal background.

Signature

Date



10912 Strang Line Road – Lenexa, Kansas 66215
Office: 913.338.5050
Fax: 913.338.1154



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DISCLOSURE TO EMPLOYMENT APPLICANT REGARDING PROCUREMENT OF A CONSUMER REPORT

In connection with your application for employment, we may procure a consumer report on you for the part of the process of considering your candidacy as an employee. In the event that information from the report is utilized in whole or in part in making an adverse decision with regard to your potential employment, before making the adverse decision, we will provide you with a copy of the consumer report and a description in writing of your rights under the law. Please be advised that we may also obtain an investigative report including information as to your character, general reputation, personal characteristics and mode of living. This information may be obtained by contacting your previous employers or references supplied by you. Please be advised that you have the right to request, in writing, within a reasonable amount of time, that we make a complete and accurate disclosure of the nature and scope of the information requested. Such disclosure will be made to you within five (5) days of the date we receive the request from you or within (5) days of time the report was first requested. The Fair Credit Reporting Act gives you specific rights in dealing with consumer reporting agencies. By your signature below, you hereby authorize Clean as a Whistle of Kansas, Inc. to obtain a consumer report about you in order to consider you for employment.

This report will be processed by:

ADP Screening and Selection Services
301 Remington Street
Fort Collins, Colorado 80524

PLEASE DO NOT FORGET TO SIGN AND DATE.
(PLEASE PRINT)

Applicant's Full Name: _____

Applicant's Street Address: _____

City: _____ State: _____ Zip: _____

Applicant's Social Security Number: _____

Applicant's Date of Birth: _____

Applicant's Signature: _____

Date: _____

Resource Service Solutions is an equal opportunity employer.



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RESOURCE SERVICE SOLUTIONS, LLC



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“Our mission is to enhance the value chain system by exceeding the needs of the client.” – Mark Richardson, CEO

BUSINESS REFERENCES

List below current and past employment, beginning with your most Business References.

1	Name and Address of Company:	Job Description:
Length of Employment:		Name and Phone Number of Supervisor:
2	Name and Address of Company:	Job Description:
Length of Employment:		Name and Phone Number of Supervisor:
3	Name and Address of Company:	Job Description:
Length of Employment:		Name and Phone Number of Supervisor:
4	Name and Address of Company:	Job Description:
Length of Employment:		Name and Phone Number of Supervisor:



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