



Application for Employment

Reflexallen USA, Inc is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

Last Name:	<input type="text"/>	First Name:	<input type="text"/>	Middle Initial:	<input type="text"/>
Social Sec. #:	<input type="text"/>	Home Phone:	<input type="text"/>	Are you authorized to work in the United States?	
Cell Phone:	<input type="text"/>	Email:	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Address:

City: State: Zip Code:

Have you resided at your current address for the past seven (7) years? Yes No

If you answered no, please provide a seven (7) year history of all residences beginning with the most recent. If there is not enough space provided, please use the back or attach other relevant information.

Past Address:

City: State: Zip Code:

Past Address:

City: State: Zip Code:

Past Address:

City: State: Zip Code:

APPLICANT SPECIFIC DATA

Desired Position:	<input type="text"/>	Desired Start Date:	<input type="text"/>	Salary Required:	<input type="text"/>
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Are there any times of day or days of the week during which you are unable to work? Yes No

If you answered yes, please provide details of your time related work restrictions:

EDUCATION

Type of School	Name of School and City/State	Years Completed	Major or Degree
High School			
College, Business or Trade School			
Graduate School			
Other			

EMPLOYMENT HISTORY (Begin with Most Recent)

1.

Name of Employer:

Name of Supervisor:

Dates of Employment: From:

To:

Salary:

From:

To:

Complete Address:

Phone #:

Last Job Title:

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:

May we contact your employer:

yes no

2.

Name of Employer:

Name of Supervisor:

Dates of Employment: From:

To:

Salary Range:

From:

To:

Complete Address:

Phone #:

Last Job Title:

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:

May we contact your employer:

yes no

3.

Name of Employer:

Name of Supervisor:

Dates of Employment: From:

To:

Salary Range:

From:

To:

Complete Address:

Phone #:

Last Job Title:

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:

May we contact your employer: yes no

Professional Development, Special Skills and Community Involvement

Please list special skills, professional development, training or community involvement you feel relevant to the position for which you are applying. This may include any items you feel should be known when considering your application for employment.

APPLICANT ACKNOWLEDGEMENT

Reflexallen USA, Inc is an equal opportunity employer and does not discriminate in employment on account of race, color, religion, national origin, citizenship status, ancestry, age, sex (including pregnancy), sexual orientation, marital status, physical or mental disability, military status, genetic information or any other class protected by local, state or federal law.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Reflexallen USA, Inc to hire me. If I am hired, I understand that either the company or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Reflexallen USA, Inc has the authority to make any assurance to the contrary.

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I authorize Reflexallen USA, Inc to verify the accuracy by contacting any references, educational institutions or other relevant sources that may be able to provide information as to my character, general reputation, personal characteristics and trustworthiness. I hereby release the company from any and all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that Reflexallen USA, Inc is a drug free workplace and I agree to submit to a pre-employment drug/alcohol screening as well as periodic random drug/alcohol screenings or screenings for reasonable suspicion of intoxication during employment as stipulated by company policy. Furthermore, I release the company or any person affiliated with the company from liability that may arise from making an employment decision based on drug or alcohol test results.

I attest with my signature below that I have given to Reflexallen USA, Inc true and complete information on this application. No requested information has been concealed. I authorize the company to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Signature:

Date:

For Office Use Only

Date of Birth:	<input style="width: 100%; height: 25px;" type="text"/>	Full Time/ Part Time:	<input style="width: 100%; height: 25px;" type="text"/>
Pay Rate:	<input style="width: 100%; height: 25px;" type="text"/>	Job Title:	<input style="width: 100%; height: 25px;" type="text"/>
Date Started:	<input style="width: 100%; height: 25px;" type="text"/>	Shift:	<input style="width: 100%; height: 25px;" type="text"/>
Status:	<input style="width: 100%; height: 25px;" type="text"/>	Supervisor:	<input style="width: 100%; height: 25px;" type="text"/>

Disclosure Statement and Authorization to Obtain a Consumer Report



DISCLOSURE

A consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, police record, criminal records, education, qualifications, motor vehicle report, mode of living and/or credit and indebtedness may be obtained by Axiom Human Resource Solutions in connection with your application for or continued employment with Reflexallen USA. ****A consumer report and/or an investigative consumer report may be obtained at any time during the application process or during your employment with the company.*** These reports may include experience information along with reasons for termination of past employment. Further, understand that information from various Federal, State, local and other agencies which contain your past activities may be requested. A consumer report containing injury and illness records and medical information may be obtained after a tentative offer of employment has been made.

Before any adverse action is taken, based on whole or in part on the information contained in the consumer report, you will be provided a copy of the report and a summary of your rights under the Fair Credit Reporting Act. Consumer reports are obtained through: Asurint, PO Box 14730, Cleveland, OH 44114, 800-906-2034, www.asurint.com.

**In California, a new authorization form is required each time an investigative report is sought during employment unless the report is for purposes of suspicion of wrongdoing or misconduct.*

AUTHORIZATION

Pursuant to the federal Fair Credit Reporting Act, I hereby authorize Reflexallen USA, Axiom Human Resource Solutions and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee. I understand that the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: verification of Social Security number; current and previous residences; employment history; education; references; credit history; criminal history, including records from any criminal justice agency in any or all federal, state or county jurisdictions; birth records; motor vehicle records, including traffic citations and registration; and any other public records.

I, _____ authorize the complete release of these records or data pertaining to me that an individual, company, firm, corporation or public agency may have. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish Reflexallen USA or its designated agents with any and all information in their possession regarding me in connection with an application of employment, periodic background review or workplace investigation. I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.

Disclosure Statement and Authorization to Obtain a Consumer Report

I authorize the complete release of these records at any time during my employment for periodic review or as part of a workplace investigation by Reflexallen USA and understand that the results of the consumer report and/or investigative consumer report may impact my continued employment with the company.

I further agree to report to my supervisor immediately any license suspensions, serious accidents, convictions, criminal offenses, or any other condition that may affect my ability to drive a company vehicle (or my own vehicle, if I am required to drive it) or negatively impact the company's reputation after I am hired.

Please complete the following information:

First Name Middle Name Last Name

Other Last Names Used (if any)

Street Address

City State Zip Code

Social Security Number Date of Birth

Driver's License Number State of Issue

By signing below, I certify that I have read and understand this Disclosure Statement and Authorization to Obtain a Consumer Report. Furthermore, I certify that the above information is true and correct.

Signature Date

For California, Minnesota or Oklahoma applicants only, if you would like to receive a copy of the consumer report, if one is obtained, please check this box. If checked, and you are a California applicant, a copy of the consumer report will be sent within three (3) days of the employer receiving a copy of the consumer report.

For California applicants only, if public record information about your character, general reputation, personal characteristics, and mode of living is obtained without using a consumer reporting agency, you will be supplied a copy of the public record information within seven (7) days of the employer's receipt unless you check this box to waive your right to obtain a copy of the investigative consumer report.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment - or to take another adverse action against you - must tell you, and must give you the name, address, and phone number of the agency that provided the information.

- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your "file disclosure"). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.

- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.

• **You may limit "prescreened" offers of credit and insurance you get based on information in your credit report.** Unsolicited "prescreened" offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).

• **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

• **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact: **TYPE OF BUSINESS:**

TYPE OF BUSINESS:	CONTACT:
<p>1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552</p> <p>b. Federal Trade Commission: Consumer Response Center – FCRA Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box. 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590</p>

4. Creditors Subject to the Surface Transportation Board	Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423
5. Creditors Subject to the Packers and Stockyards Act, 1921	Nearest Packers and Stockyards Administration area supervisor
6. Small Business Investment Companies	Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., 8th Floor Washington, DC 20416
7. Brokers and Dealers	Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549
8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations	Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090
9. Retailers, Finance Companies, and All Other Creditors Not Listed Above	FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center - FCRA Washington, DC 20580 (877)382-4357

