

JCJ-RALEIGH, LLC
APPLICATION FOR EMPLOYMENT

Date: _____ Property: _____

JCJ-Raleigh, LLC, is an equal opportunity employer. It is our policy and practice to provide employment opportunities to all applicants and employees without regard to race, color, religion, sex, national or ethnic origin, age, disability, genetic information or military service status to the full extent provided by law. This policy applies to all aspects of the employment relationship, including, but not limited to, hiring, compensation, benefits, corrective action, and separation from employment.

Name: _____
(Last) (First) (Middle Initial)

Social Security No: _____ Tel #: _____ Cell #: _____

Present
Address: _____
(Street) (City) (State) (Zip Code)

Dates of residence: From: _____ To: _____

Previous
Address: _____
(Street) (City) (State) (Zip Code)

Email Address: _____

Are you 18 years of age or older or
can you show you have the legal right to work for JCJ-Raleigh? Yes [] No []

Can you furnish proof of United States citizenship or
that you have the legal right to work in the United States? Yes [] No []

Have you ever been party to a legal proceeding?
(Including civil (traffic violations, etc.), criminal or bankruptcy) Yes [] No []

If yes, for each such proceeding, state the date the proceeding was initiated, whether the proceeding was civil or criminal in nature, the claims asserted in the proceeding and the judgment entered in the proceeding:

PLEASE NOTE: A conviction for a criminal offense or the filing of bankruptcy is not an automatic disqualification from employment by JCJ-Raleigh. JCJ-Raleigh will consider the nature of the proceeding, the gravity of the charges and offense, the time which has passed since the proceedings, and the nature of the position sought with JCJ-Raleigh

QUALIFICATIONS FOR EMPLOYMENT

Position sought: _____ Pay range sought: _____

Have you been previously employed by JCJ-Raleigh? Yes [] No []

Dates of employment: From: _____ To: _____

Position held: _____ Reason for leaving: _____

NOTE: Some positions with JCJ-Raleigh will require the employee to have a valid driver's license or commercial driver's license and that the employee is insurable under JCJ-Raleigh's liability insurance policy. If the position for which you have applied is such a position, you will be required to verify that you have the required license.

EMPLOYMENT HISTORY

Please provide the following information regarding your last five employers:

Employer	Employer Phone #	Location	Position Held	Employment Dates	Reason for Leaving

Are you currently employed? [] Yes [] No

If presently employed, why do you desire to change jobs? _____

May we contact your current employer at this time? Yes [] No []

If no, please explain: _____

Please explain any employment gaps of six months or more: _____

EDUCATION

Provide the following information regarding your educational background:

School or College	Address	Dates of Attendance	Grade or Degree Completed

OTHER SKILLS AND EXPERIENCE

List any other special skills, experience, abilities and knowledge which you believe qualify you for the position sought:

REFERENCES

List three personal references other than relatives or current employees of JCJ-Raleigh:

Name	Telephone Number	Employer or Occupation	Years Known

READ CAREFULLY BEFORE SIGNING

I certify that the answers and information provided on this application are accurate and true and understand that the misrepresentation or omission of information on this application will result in my not being hired or in my discharge.

I understand and agree that:

(1) If an employment offer is extended, I may be required to undergo a selection assessment conducted by a company of JCJ-Raleigh, LLC's choosing and that if I refuse to participate in this assessment I will no longer be considered for employment with JCJ-Raleigh, LLC.

(2) any offer of employment I may receive is conditioned upon a satisfactory investigation regarding my background, references, past employment, education, criminal and police records, and litigation and credit history and upon my execution of a consent and release agreement authorizing JCJ-Raleigh to conduct such an investigation.

(3) any offer of employment I may receive is conditioned upon a satisfactory drug test conducted by a testing facility of JCJ-Raleigh's choosing, and upon my execution of a consent and release agreement authorizing JCJ-Raleigh and testing facility it selects to conduct such a test;

(4) to the extent allowed by law, if I voluntarily terminate my employment within six (6) months after being hired, JCJ-Raleigh may deduct the costs of the background investigation and drug test from my final paycheck, and that I will reimburse JCJ-Raleigh for any deficiency;

(5) to the extent allowed by law, I authorize JCJ Raleigh to deduct from any final compensation owed to me any and all sums I owe JCJ Raleigh, or any property to which I am or have been assigned to work, at the time of my separation from employment, whether voluntary or involuntary, including, but not limited to:

(a) rents due;

(b) all loans;

(c) the cost of repairing or replacing any supplies, materials, equipment, money, or other property that I may damage (other than normal wear and tear), lose, fail to return, or take without appropriate authorization from during employment; and

(d) the value of paid vacation or sick leave taken in advance of the date I would normally be entitled to it and I separate from employment before accruing time to cover such advance leave,

provided that such deductions do not result in my receiving less than minimum wage or overtime due for the hours actually worked but unpaid as of the date of separation. I also agree that to the extent that my net compensation after legally-required withholdings and other usual deductions is insufficient to pay the amounts owed, I remain liable for the deficiency and must pay the deficiency within ten (10) business days of demand.

(6) if employed, I agree that:

(a) I am an employee-at-will and either I or JCJ-Raleigh may terminate my employment at any time, with or without cause and with or without notice;

(b) no officer, employee, representative or agent of JCJ-Raleigh, other than a member of JCJ-Raleigh, LLC, has any authority to enter an agreement for employment for any specified period of time, duration, of a permanent nature, or to otherwise alter or modify the at-will employment relationship;

(c) any agreement altering my employment-at-will relationship is not enforceable unless and until the agreement is in writing and signed by a Member of JCJ-Raleigh and me or my duly authorized representative;

(7) as consideration for JCJ-Raleigh's willingness to consider my application for employment, and, if hired, my employment as an at-will employee, I agree to execute the Alternative Dispute Resolution Agreement of JCJ-Raleigh, LLC. I understand that my execution of the Alternative Dispute Resolution is a term and condition of employment. I further agree as a condition of employment to execute a new, modified or amended Alternative Dispute Resolution Agreement at any time requested by JCJ-Raleigh during my employment; and

(8) this application, and any employment policy or practice of JCJ-Raleigh, LLC, is not intended to prevent or discourage from exercising any right granted to me by federal or state law.

[Applicant Signature]

Date

[Print Name]