



Administrative Managers, Inc.

Application for Employment

Phone (770) 844-0409
1-800-229-8612

WE ARE AN EQUAL OPPORTUNITY EMPLOYMENT COMPANY, DEDICATED TO NON DISCRIMINATION IN EMPLOYMENT ON ANY BASIS INCLUDING RACE, CREED, COLOR, AGE, SEX, RELIGION OR NATIONAL ORIGIN; OR PHYSICAL HANDICAP.

PERSONAL INFORMATION (Please print all information legibly)

Name _____
Last
First
Middle

Address _____
Street
City
State
ZIP

Phone Number (____) _____ - _____ Social Security Number _____ - _____ - _____

Position _____ Date wishing to start ____/____/____ Salary Request \$ _____

Are you employed now? Yes No May we contact your current employer? Yes No

EDUCATION	Name and Location	Years attended	Graduated	Subject Studied
High School				
College				
Trade, Business or Correspondence				

Employment history from recent to oldest	Name, address, and phone number of previous employer	Salary	Position	Reason for Leaving
From:				
To:				
From:				
To:				
From:				
To:				

I certify and agree that the facts set forth in this application are true and complete. I understand that if hired, false statements, omissions, or misleading statements on this application shall be considered sufficient cause for dismissal. Upon discovery of any false statements made, I agree that the Company may terminate me immediately, and waive any recourse I may have against the company for this action. The Company is hereby authorized to investigate my employment, criminal, any other history available, including contacting of the employer.

I agree that this Employment Application is only a request for information and is not an employment contract. I understand that only the President of the Company has the authority to enter employment contracts, which must be in writing. I agree that any written or oral statements by any other managerial or supervisory official shall not be construed to establish any contractual relationship between the company (including any related company, any parent or successor company) and myself.

I understand and agree that, if hired, my employment is at-will and for no definite period. I agree that either the Company or myself may terminate me at any time without prior notice. I also understand and agree that if my employment is transferred to a successor company, the terms of my employment will be the same and the Successor Company will have all the rights of the Company with respect to my employment.

I agree in advance that I will abide by the company's drug free workplace program.

I agree to resolve each and all issues through the company's arbitration policy. This will be the sole remedy available to resolving all matters for myself and any other interested parties on my behalf.

(Signature of applicant)

_____/_____/_____
(Date)