



APPLICATION for EMPLOYMENT

LAST NAME		FIRST NAME		MI
MAILING ADDRESS		CITY	STATE	ZIP CODE
STREET ADDRESS (IF DIFFERENT)		CITY	STATE	ZIP CODE
COUNTY OF RESIDENCE	HOME PHONE		CELL / MESSAGE PHONE	
EMAIL ADDRESS			EMERGENCY CONTACT: NAME / PHONE	
HAVE YOU EVER HAD A SECURITY CLEARANCE? <input type="checkbox"/> YES <input type="checkbox"/> NO		WHERE?	WHEN?	LEVEL?
ARE YOU AT LEAST 18 YEARS OLD? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF NO, DO YOU HAVE A WORK PERMIT? <input type="checkbox"/> YES <input type="checkbox"/> NO		
HAVE YOU EVER APPLIED WITH BBSI BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF YES, GIVE DATE / BRANCH		
TRANSPORTATION AVAILABLE? <input type="checkbox"/> YES <input type="checkbox"/> NO	LOCATION / CLIENT PREFERENCE		DATE AVAILABLE FOR WORK	
POSITION DESIRED		WAGE DESIRED	<input type="checkbox"/> AVAILABLE LONG TERM <input type="checkbox"/> AVAILABLE SHORT TERM <input type="checkbox"/> AVAILABLE TEMP TO REGULAR POSITION	
1)				
2)				
3)				
DAYS AVAILABLE <input type="checkbox"/> MONDAY <input type="checkbox"/> TUESDAY <input type="checkbox"/> WEDNESDAY <input type="checkbox"/> THURSDAY <input type="checkbox"/> FRIDAY <input type="checkbox"/> SATURDAY <input type="checkbox"/> SUNDAY				
			SHIFTS AVAILABLE <input type="checkbox"/> DAYS <input type="checkbox"/> SWING <input type="checkbox"/> GRAVE	HOURS PREFERRED

EMPLOYMENT HISTORY

LAST EMPLOYER		TITLES / DUTIES		
ADDRESS				
SUPERVISOR		DATES	TO	
TELEPHONE	REASON FOR LEAVING			
COMMENTS				
EMPLOYER (2)		TITLES / DUTIES		
ADDRESS				
SUPERVISOR		DATES	TO	
TELEPHONE	REASON FOR LEAVING			
COMMENTS				
EMPLOYER (3)		TITLES / DUTIES		
ADDRESS				
SUPERVISOR		DATES	TO	
TELEPHONE	REASON FOR LEAVING			
COMMENTS				

ALCOHOL and DRUG POLICY STATEMENT

Concern for employees' safety and health has always been and continues to be a major commitment of the Company. The Company expects all employees to assist in maintaining a work place free from alcohol and drugs.

POLICY

Buying, selling, giving, receiving, possession or use of, or impairment from illegal drugs, while on Company premises, during work hours or meal breaks is not permitted. This includes all behavior-altering substances that could influence job performance. Impairment from or use of alcohol while on Company premises or during work hours is not permitted. Employees are expected to be in suitable mental and physical condition at work, free from all influences of alcohol and drugs.

An employee who is using prescription or over-the-counter drugs that may impair the employee's ability to safely perform the job, or affect the safety or well-being of others must notify a supervisor of such use immediately before starting or resuming work.

Violations of this policy are grounds for disciplinary action, up to and including termination of employment or denial of employment.

MEDICAL EVALUATIONS, SCREENING AND TESTING

APPLICANTS: The Company reserves the right to screen, test, or otherwise evaluate for alcohol and drug abuse. If a drug screen result is "inconclusive", the applicant has the option to undergo a clinical test or decline going further in the application process. If the clinical test results are positive the applicant is not to be hired and must pay for the test. If the clinical test results are negative, the normal application process may be resumed and the Company will pay for the test.

EMPLOYEES: The Company reserves the right to test, screen, and otherwise medically evaluate all employees for alcohol and drug abuse. This may be done on a probable cause, post-injury, random, or systematic basis, where lawful, at any time the Company decides to do so. When an employee is screened and the results are "inconclusive," the employee is to be immediately suspended from work and removed from the work site until clinical test results return. When an employee is clinically tested and the results are positive, the employee is to be terminated. If the results are negative from the clinical test, the employee is to be paid for any time missed because of the suspension and be returned to his/her previous position.

REFUSALS: A refusal to submit to screening, testing, or evaluations will render the same results as if the confirmation test produced a positive result, namely, ineligibility for hire, and if currently an employee, termination of employment.

TAMPERING: Tampering or attempting to tamper with a specimen sample will render the same results as if a confirmation test produced a positive result, namely, ineligibility for hire and if currently an employee, termination.

This policy in no way should be construed as an employment contract of any kind, implied or otherwise.

SEARCHES

The Company specifically reserves the right to carry out reasonable searches of personal effects and vehicles when individuals are entering, while on, and leaving company premises including, but not limited to, all occupied or vacant, land, buildings, structures, installations, automobiles, trucks, and all other company owned or leased property. Submission to such a search is voluntary; however, refusal may be cause for expulsion from premises, and if an employee, discipline up to and including termination of employment.

ACKNOWLEDGEMENT AND AGREEMENT

My signature on this employment application authorizes Barrett Business Services, Inc. ("BBSI") to investigate all statements and information given on this application and to check my professional and personal references. I authorize my present and former employers and all references to release, whether or not it is in their records, to BBSI any information requested by BBSI. I indemnify and hold harmless any person or entity from all liability for any damage whatsoever for issuing this information.

I understand that nothing contained in this employment application creates a contract between the company and myself for employment or any other benefit. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the company. If an employment relationship is established, I understand that my employment is at-will and my employment and compensation can be terminated with or without cause, and with or without notice, at any time, at the option of either the company or myself. I further understand that no representative of the company, other than the president of the company, has any authorization to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing and any such agreement to the contrary must be in writing and signed by the president. I also understand that I am required to abide by all of the rules and regulations of the company.

I understand and agree that my employment may be contingent on the successful completion of an alcohol and drug evaluation and other physical ability evaluations and I agree to undergo said evaluations upon request by BBSI. If I am ever unable to perform my job duties because of a job related injury, I agree to immediately report to BBSI and perform modified work as assigned.

I understand and agree that falsification of information, misleading statements, misrepresentation, or omission of facts called for anywhere on this application or other employment related forms is cause for denial of employment or if employed, cause for dismissal regardless of when discovered.

As soon as I terminate my assigned work, or if the assignment BBSI found for me at a company or facility ends for any reason, I accept responsibility for contacting my supervisor at BBSI to receive a new work assignment. Otherwise, it can be assumed that I have decided to terminate my employment with BBSI.

BBSI does not discriminate among applicants or employees on the basis of race, color, age, sex, religion, national origin, marital status, sexual orientation, the presence of medical conditions or disability, or any other legally protected status. BBSI is not an employment agency.

SIGNATURE _____ DATE _____

FOR MARYLAND APPLICANTS ONLY: UNDER MARYLAND LAW, AN EMPLOYER MAY NOT REQUIRE OR DEMAND AS A CONDITION OF EMPLOYMENT, PROSPECTIVE EMPLOYMENT, OR CONTINUED EMPLOYMENT, THAT AN INDIVIDUAL SUBMIT TO OR TAKE A LIE DETECTOR OR SIMILAR TEST. AN EMPLOYER WHO VIOLATES THIS LAW IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT EXCEEDING \$100.