



**Broadband Telecom Services, Inc.
Pre-Employment Screening Form**

Please fill out, sign and fax this form to:

Sarah B. Johnson
HR Director
Broadband Telecom Services, Inc
Fax: 972-961-4486

First, Middle and Last Name (Print Please)		Social Security Number
Driver's License #	State Issue	Date of Birth
Office Location (Circle Please) San Antonio, Texas Austin, Texas Georgetown, Texas Tyler, Texas Monroe, Louisiana Jackson, Mississippi		

By signing this form I know Broadband Telecom Services will require me to pass the following tests for employment:

- Drug Test (upon employment and random tests thereafter)
- Criminal Background Check
- DMV Check - Must have valid DL & Auto Insurance
- Appropriate Vehicle for the job

I you have any concerns about these activities or explanations BTS should be aware of, please explain here: _____

Have you ever committed or convicted of a felony: **YES or NO**

Signature of Applicant	Date
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BROADBAND TELECOM SERVICES, INC.

Application for Employment

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

PERSONAL INFORMATION

DATE

NAME

LAST, FIRST, MIDDLE

PRESENT ADDRESS

STREET

CITY

STATE

ZIP

PERMANENT ADDRESS

STREET

CITY

STATE

ZIP

PHONE NO.

ARE YOU 18 YEARS OR OLDER

YES

NO

CELL NO.

EMAIL:

ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED
IN THIS COUNTRY BECAUSE OF VISA OR IMMIGRATION STATUS?

YES

NO

EMPLOYMENT DESIRED

POSITION

DATE YOU
CAN START

SALARY
DESIRED

ARE YOU EMPLOYED NOW?

IF SO MAY WE INQUIRE
OF YOUR PRESENT EMPLOYER

EVER APPLIED TO THIS COMPANY BEFORE?

REFERRED BY?

EDUCATION

NAME AND LOCATION OF SCHOOL

DID YOU GRADUATE?

GRAMMAR SCHOOL

YES

NO

HIGH SCHOOL

YES

NO

COLLEGE

YES

NO

SPECIAL TRAINING / CERTIFICATES

YES

NO

BACKGROUND

What was the most difficult job you've ever had? Why?

SPECIAL SKILLS

FORMER EMPLOYERS (LIST 3 EMPLOYER, STARTING WITH THE MOST RECENT)

Name of Employer		Position Title	
Date Hired	Last Date of Employment	Reason for leaving?	
Super visor's Name		Supervisor's Phone Number	May we contact them? Yes or No

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WHICH OF THESE JOBS DID YOU LIKE BEST? _____

WHAT DO YOU LIKE MOST ABOUT THIS JOB? _____

REFERENCES: GIVE THE NAMES AND PHONE NUMBERS OF THREE PERSONS WHOM YOU HAVE KNOW ALEAST ONE YEAR NO RELATIVES

1. _____

2. _____

3. _____

THE FOLLOWING STATEMENT APPLIES IN: MARYLAND & MASSACHUSETTS (FILLIN STATE)
IT IS UNLAWFUL IN THE STATE _____ TO REQUIRE OR ADMINISTER A LIE SETECTOR TEST AS A
CONDITION OF EMPLOYMENT OR CONTINUED EMPLOYMENT. AN EMPLOYER WHO VIOLATES THIS LAW SHALL BE
SUBJECT TO CRIMINAL PENALTIES AND CIVIL LIABILITY.

SIGNATURE OF APPLICANT

IN CASE OF
EMERGENCIES NOTIFY

NAME ADDRESS PHONE NO. _____

"I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATION ARE DISCOVERS. MY APPLICATION MY BE REJECTED AND, IF I AM EMPLOYMENT MAY BE TERMINATED AT ANY TIME. IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME. AT EITHER MY OR THE COMPANY'S OPITION. I ALSO UNDERSTAND AND AGREE THAT THE TREMS AND CONDITIONS OF MY EMPLOYMENT MAY CHANGE WITH OR WITHOUT CAUSE AND WITH NOTICE, AT ANY TIME BY THE COMPANY. I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN IT'S PRESIDENT, AND THEN ONLY WHEN IN WRITING AND SINGED BY THE PRESIDENT HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGIONG.

DATE SIGNATURE _____

Braodband Telecom Services, Inc. is committed to providing equal employment opportunity regardless of race, color, age, national origin, religion, sex, disability or sexual orientation. Braodband Telecom Services, Inc. provides equal opportunity in accord with federal and state laws.