

# The Adecco Group AG

Address: Bellerivestrasse 30, 8008 Zürich, Switzerland.

Emails: [hr@adecco.com](mailto:hr@adecco.com) , [info@adecco.com](mailto:info@adecco.com)

## EMPLOYMENT OFFER LETTER

Following our recent decision, we are delighted to offer you the position with **Adecco Group**. You are becoming part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of **Adecco Group** team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of **Adecco Group**. In return, we are committed to providing you with every opportunity and the needed environment to learn, grow and attain the highest level of your ability and potential.

We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Title: **Medical Biller**

Job description: See attached

Training Date: You will be briefed on the date by the Hiring Manager.

Group benefits: Medical, Dental & Vision Insurance, Life and Long-Term Disability Insurance, Vacation, Paid Time Off, 401K, Tuition Assistance, Comprehensive Training Program, Employee Assistance Program, Relocation Allowance, Employee Sign-On Bonus.

Hours of work: 40Hr/Wk.

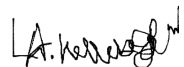
Salary: \$45.55/Hr (Working hours ) \$25.55/Hr (Training Hours)

Following the initial probationary period, a progression and performance review will be conducted on a quarterly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise.

This arrangement may be terminated by either party upon notice in writing to either party with notice that complies with Employment Standards (or Labor Standards) for the United States Of America.

We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Sincerely,



*Alain Dehaze*

**The Adecco Group .** With the signature below, I accept this offer of employment.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Employment Agreement

THIS AGREEMENT made as of the \_\_\_\_\_ day of \_\_\_\_\_ 2021, between [Employer] a corporation incorporated under the laws of the United States, and \_\_\_\_\_ [Employee]

WHEREAS the Employer desires to obtain the benefit of the services of the Employee, and the Employee desires to render such services on the terms and conditions set forth.

IN CONSIDERATION of the promises and other good and valuable consideration (the sufficiency and receipt of which are hereby acknowledged) the parties agree as follows:

### 1. Employment

The Employee agrees that he will always faithfully, industriously, and to the best of his skill, ability, experience and talents; perform all the duties required of his position. In carrying out these duties and responsibilities, the Employee shall comply with all Employer policies, procedures, rules, and regulations, both written and oral, as are announced by the Employer from time to time. It is also understood and agreed to by the Employee that his assignment, duties and responsibilities and reporting arrangements may be changed by the Employer in its sole discretion without causing termination of this agreement.

### 2. Position Title

As a **Medical Biller**, the Employee is required to perform the following duties and undertake the following responsibilities in a professional manner.

- \*In charge of calculating and collecting payments for medical procedures and services.
- \*Updating patient data into an already established system .
- \*Developing payment plans, and preparing invoices.
- \*Work closely with medical administrative offices to ensure that patients are billed quickly and accurately.

As full compensation for all services provided the employee shall be paid. Such payments shall be subject to such normal statutory deductions by the Employer.

- a) May wish to include bonus calculations or omit to exercise discretion.
- b) The salary mentioned in paragraph (1) (a) shall be review on an annual basis.
- c) All reasonable expenses arising out of employment shall be reimbursed assuming same have been authorized prior to being incurred and with the provision of appropriate receipts.

### 4. Vacation

The Employee shall be entitled to vacations in the amount of 8 weeks per annum.

### 5. Benefits

The Employer shall at its expense provide the Employee with the Medical, Dental & Vision Insurance, Life and Long-Term Disability Insurance, Vacation, Paid Time Off, Tax-Deferred Annuity 403B, 401K, Tuition Assistance, Comprehensive Training Program, Employee Assistance Program,

### 6. Performance Reviews

The Employee will be provided with a written performance appraisal at least once per year and said appraisal will be reviewed at which time all aspects of the assessment can be fully discussed.

## 7. Termination

- a) The Employee may at any time terminate this agreement and his employment by giving not less than two weeks written notice to the Employer.
- b) The Employer may terminate this Agreement and the Employee's employment if the Employee goes against Company's rules and practices after the 2 weeks probationary period.
- c) The Employer may terminate the employment of the Employee after 2 weeks of probationary period (b) above, provided the Employer pays to the Employee an amount as required by the Employment Standards Act 2000 or other such legislation as maybe in effect at the time of termination. This payment shall constitute the employees' entire entitlement arising from said termination.

## 8. Non- Competition

- a) It is further acknowledged and agreed that following termination of the employee's employment with **Adecco Group**, for any reason the employee shall not hire or attempt to hire any current employees of **Adecco Group**.
- b) It is further acknowledged and agreed that following termination of the employee's employment with **Adecco Group**, For any reason the employee shall not solicit business from current clients or clients who have retained **Adecco Group** in the 6-month period immediately preceding the employee's termination.

## 9. Independent Legal Advice.

The laws of the United States of America shall govern this agreement.

The Employee acknowledges that the Employer has provided the Employee with a reasonable opportunity to obtain independent legal advice with respect to this agreement, and that either:

- a) The Employee has had such independent legal advice prior to executing this agreement, or;
- b) The Employee has willingly chosen not to obtain such advice and to execute this agreement without having obtained such advice.

## 10. Entire Agreement

This agreement contains the entire agreement between the parties, superseding in all respects all prior oral or written agreements or understandings pertaining to the employment of the Employee by the Employer and shall be amended or modified only by written instrument signed by both parties hereto.

## 11. Severability

The parties hereto agree that in the event any article or part thereof of this agreement is held to be unenforceable or invalid then said article or part shall be struck and all remaining provision shall remain in full force and effect.

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## NEW EMPLOYEE NON-COMPETE, NON-SOLICITATION AND CONFIDENTIALITY AGREEMENT

In consideration of my being employed by **Adecco Group.** in the role of \_\_\_\_\_, I, \_\_\_\_\_, hereby agree.

I understand and agree that the following Definitions apply to this Agreement:

- a. ***Existing Clients:*** Any entity with whom **Adecco Group** had an “ongoing business relationship” at the time of the termination of my employment with **Adecco Group.**
- b. ***Ongoing Business Relationship:*** (I) Services or goods were provided by **Adecco Group.** to the entity during my employment with **Adecco Group.;** (ii) services or goods had been contracted for or ordered by the entity during my employment with **Adecco Group.;** or (iii) negotiations were in progress between the entity and **Adecco Group.** for the providing of goods or services by **Adecco Group.** to the entity at the time of the termination of my employment.
- c. ***Business Activities:*** The business activities undertaken by **Memorial Adecco Group.** in the ordinary course of its business during the term of my employment and any business activities directly or indirectly related to (I) over-the-road transportation services, or (ii) over-the-road transportation-related brokerage or logistics services.
- d. ***Confidential Information:*** Certain confidential financial, marketing, and operational information, including but not limited to information and materials relating to **Adecco Group.,** its customers, licensors, and suppliers that are not publicly available. These materials include, but are not limited to, **Adecco Group.** financial information, trade secrets, professional, technical, and administrative manuals; associated forms, processes, computer hardware, and software; other methodologies and systems; and **Adecco Group.** marketing plans, customer lists, and prospect lists.

**1. Non-Compete.** While I am employed by **Adecco Group.,** and for two (2) years afterward, I will not, as an owner, officer, director, employee, independent contractor, consultant, representative, or in any other capacity, compete with **Adecco Group.** by performing work that is similar to my current duties in my role of \_\_\_\_\_ for or with any existing **Adecco Group.** Client(s) or interfere with **Adecco Group.** ability to serve its existing Client(s).

I acknowledge that **Adecco Group.** may notify my future or prospective employers or any third party of the existence of this Agreement.

- 2. Non-Solicitation.** I agree that I will not interfere with **Adecco Group.** ability to serve its existing Client(s).
- Agreement Not to Solicit Clients:*** Fully permitted by applicable law, for a period of twelve (12) months after this Agreement becomes enforceable, I, for myself or on behalf of any other person, firm, partnership, corporation, or other entity in competition with **Adecco Group.** , in any capacity, may not solicit or obtain any business in competition with the Business Activities of **Adecco Group.** from any existing Client of **Adecco Group** with whom Employee had contact while employed at the Company.
  - Agreement Not to Solicit or Hire Adecco Group. Employees or Agents:*** To the fullest extent permitted by applicable law, for a period of twelve (12) months after this Agreement becomes enforceable, I will not, in any capacity, attempt to hire, engage or employ, or solicit, contact or communicate with, for the purpose of hiring, employing, or engaging any person who is then an employee, commissioned agent, consultant, or independent contractor of **Adecco Group.** or who was an employee, commissioned agent, consultant, or independent contractor of **Adecco Group.** at any time within the one (1) year period immediately prior thereto.

**3. Confidentiality.** I acknowledge and agree that, in reliance on this Agreement, during the term of my employment with **Adecco Group.**, **Adecco Group.** may provide and expose me to Confidential Information. I hereby agree that I will maintain such Confidential Information in confidence and will not use the Confidential Information for my own benefit or disclose it to any third parties, either during or after the term of my employment. Also, I agree that I will not disclose or otherwise discuss any information regarding any member of executive management's personal life or health condition to **Adecco Group** employees, customers, vendors, independent contractors, or competitors.

Upon termination of employment, I will return to **Adecco Group.** (and retain no copies for myself) all documents relating to **Adecco Group.** business, including but not limited to, reports, manuals, drawings, diagrams, blueprints, correspondence, customer lists, computer programs, and all other materials and all copies of such materials, obtained by me during my employment.

If I am ever requested to disclose any information or materials that are subject to these confidentiality restrictions, pursuant to legal process or otherwise, I acknowledge that I must obtain **Adecco Group.** written consent prior to making any disclosure.

**4. Reasonableness of Restrictions.** I acknowledge and agree that the restrictions imposed by this Agreement are fair and reasonably required for the protection of **Adecco Group.** and its existing Clients.

**5. Injunctive Relief.** I acknowledge and agree that in the event of a violation or threatened violation of any provision of this Agreement, **Adecco Group.** will sustain irreparable harm and will have the full right to seek injunctive relief to prevent competition or disclosure, in addition to any other legal remedies available, without the requirement of posting bond

**6. Survivability.** This Agreement shall remain binding in the event of the termination, for any reason, of my employment with **Adecco Group.** and remain in full force and effect thereafter.

**7. Governing Law.** The formation, construction, interpretation, execution, performance, and enforcement of this Agreement shall always and in all respects, be governed solely by the laws of the United States Of America , to the exclusion of the law of any forum regardless of the jurisdiction in which the action or proceeding may be instituted and notwithstanding any state's choice of law rules to the contrary. In the event of any dispute or controversy between the Parties arising out of or relating to this Agreement, the Parties agree that the exclusive venue to bring such claim shall be

Brevard County and the prevailing Party shall be entitled to his or its reasonable attorneys' fees and costs, at all levels. Except where clearly prevented by the area in dispute, both Parties agree to continue performing their respective obligations under this Agreement until the dispute is resolved.

**8. Severable Provisions.** The provisions of this Agreement are severable, and if any court of competent jurisdiction determines that any provision(s) of this Agreement are invalid, illegal, or unenforceable, in whole or in part, any invalidity, illegality, or unenforceability shall affect only the subject provision(s), and all other provisions of this Agreement shall remain in full force and effect. The trial court shall have the authority, to the extent permitted and possible, to revise and replace the invalid, illegal, or unenforceable provision with a provision that is valid, legal, and enforceable and that comes closest to expressing the intention of such invalid, illegal, or unenforceable provision. However, I understand that if said application of this Severability provision should materially and adversely affect the economic substance of the transactions contemplated in this Agreement, the Party adversely impacted shall be entitled to compensation for such adverse impact, if the reason for the invalidity or the unenforceability of the term is not due to serious misconduct by the Party seeking such compensation.

**9. Modification.** I understand and agree that this Agreement cannot be amended or modified in any way except by another written Agreement that is signed by both Parties.

**10. Waiver.** I understand and agree that waiver, non-performance, or non-enforcement of any provision of this Agreement shall not constitute a waiver of the right to future enforcement of such provision or any other provision(s), nor shall any delay or omission on the part of either Party to exercise or avail itself of any right or remedy it has or may have operate as a waiver of any right or remedy. **Adecco Group.** reserve the right, in its sole discretion, to enforce this Agreement at any time.

**11. Entire Agreement/Merger.** This Agreement constitutes the entire and exclusive agreement between myself and **Adecco Group.** as to the terms of the agreement between us with respect to its subject matter, serves as the sole expression of our intent, and supersedes all oral and written prior agreements, understandings, and negotiations between us with respect to this Agreement's subject matter only. I further warrant that **Adecco Group.** and I have both participated in the drafting, review, and negotiation of this Agreement and that we have each had adequate opportunity to consult with legal counsel prior to signing and to read and review this Agreement in its entirety; in so doing, neither of us has relied on any representations, statements, or promises of the other Party or the other Party's agent(s). I agree that any failure on the part of either myself or **Adecco Group.** to consult with legal counsel or read or review this Agreement prior to signing it precludes any claim that it does not represent the true agreement between us.

**12. Headings.** The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement.

**6. Facsimile and Counterparts.** This Agreement may be executed in several counterparts and by facsimile and all so executed all constitute one Agreement, binding on all the Parties hereto, notwithstanding that the Parties are not signatories to the original or same counterpart.

Date: \_\_\_\_\_

Signature of Employee: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of **Adecco Group** Representative: \_\_\_\_\_

THE ADECCO GROUP

## APPLICANT'S ACKNOWLEDGMENT

I certify that the answers given herein (including but not limited to the Commercial Motor Vehicle Driver Supplement, if applicable) are true and complete to the best of my knowledge. I understand that any misrepresentations, omissions of facts, or incomplete answers in any application document may disqualify me from further consideration for employment. I further understand that, if employed, any misrepresentations or omissions of facts in any application document may be cause for my dismissal at any time without prior notice.

**I consent to and authorize this Company to contact my former employers, references, and all other persons and organizations for information bearing upon my qualifications for employment. I further authorize the listed employers, schools and personal references to give the Company (without further notice to me) all information about my previous employment and education, along with any other pertinent information they may have and hereby waive any actions which I may have against either party(ies) for providing a good faith reference.**

I EXPRESSLY AGREE AND UNDERSTAND THAT, IF EMPLOYED, MY EMPLOYMENT IS NOT FOR A SPECIFIC TERM. I FURTHER UNDERSTAND THAT NO ORAL PROMISE, EMPLOYER POLICY, CUSTOM, BUSINESS PRACTICE OR OTHER PROCEDURE (INCLUDING THE BASIC EMPLOYMENT POLICIES, PERSONNEL HANDBOOK OR ANY PERSONNEL MANUALS) CONSTITUTE AN EMPLOYMENT CONTRACT OR MODIFICATION OF THE AT-WILL EMPLOYMENT RELATIONSHIP BETWEEN ME AND THE EMPLOYER. I ALSO UNDERSTAND THAT THIS ASPECT OF MY EMPLOYMENT MAY NOT CHANGE ABSENT AN INDIVIDUAL WRITTEN AGREEMENT SIGNED BY BOTH ME AND THE PRESIDENT OF THE COMPANY.

I understand that applicants for certain positions may be required to qualify for employment based on additional employment criteria. For example, I may be required to take job-related tests; take a driver's examination; submit to a background investigation or take a pre-employment drug test. If I am offered employment or start work before any required test is completed, my employment is contingent on a satisfactory result on all required tests. I authorize the release of any background check results and of any drug/alcohol test to any state or federal authority requesting such information and in response to a valid subpoena or other legal document.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

## FAIR CREDIT REPORTING ACT DISCLOSURE STATEMENT

Section 604(b)(2)(A) of the Fair Credit Reporting Act (Public Law 91-508), as amended by the Consumer Credit Reporting Act of 1996 (Title II, Subtitle D, Chapter 1, of Public Law 104-208) provides that an MVR/Consumer Report may be obtained on a consumer for contract for hire purposes.

I acknowledge receipt of the above disclosure and authorize US Transport to obtain an MVR or other Consumer Report(s) on me for employment with US Transport.

This authorization is ongoing in the event such a report is needed in the future.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

## INFORMATION TECHNOLOGY POLICY

**OVERVIEW.** Employees of **Adecco Group.** are expected to use office equipment and communication tools for business purposes only. Consistent with applicable federal and state laws, supervisors and/or management reserves the right to monitor employee activity without notice and consent.

**EQUIPMENT.** All equipment, including but not limited to computers, printers, fax machines, mobile phones and digital cameras, are to be used for business purposes only. Software installed on each computer must be used in accordance with their licensing agreement.

Neither Memorial **Adecco Group.** nor any of the company's employees have the right to duplicate computer software or its related documentation. Unauthorized duplication of computer software is a federal offense, punishable by up to a \$250,000 fine and up to five (5) years in jail. No Employee shall install any software that has not been either purchased through or approved by the **Adecco Group.** IT Department. This includes, but is not limited to, standard desktop applications not already installed on the computer or Internet-based programs, including search toolbars, file sharing, weather alerts, news/sports applets, and gambling/gaming plug-ins. All information stored on company computers is confidential and shall not be disclosed to any person other than to members of **Adecco Group.** on a need-to-know basis. This policy applies not only to individual desktop computers and laptops, but to local area networks as well.

**COMMUNICATIONS.** All communication tools, including but not limited to mobile phones, voicemail, e-mail, facsimiles, and Internet usage, are to be used for business purposes only. Employees are prohibited from retrieving email or voicemail messages that are not sent directly to them, unless requested by the person for whom the message was intended. The use of these communication tools for personal communications or for non-job-related solicitations including, but not limited to, religious or political causes is strictly prohibited. Employees are also prohibited from using these communication tools to display or transmit sexually-explicit images, messages, ethnic slurs, racial epithets, or anything which could be construed as harassment or disparaging of others. These communication tools should also not be used to send or receive copyrighted materials, trade secrets, proprietary financial information, or other confidential materials without authorization.

**MONITORING.** Supervisors, Management, and the **Adecco Group.** IT Department reserves the right to listen to voicemail messages, review emails, track Internet/file transmissions and audit software licensing of any employee without advance notice or consent, within applicable state and federal laws. Employees learning of any unauthorized use of equipment or communication tools as defined by this policy should notify a member of management immediately. Evidence of illegal activities may be disclosed to law enforcement authorities. Violation of any part of this policy may result in disciplinary action, up to and including discharge.

By signing this document, I acknowledge that I have read and understand the **Adecco Group.** IT Policy described in this document.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**CELL PHONES.** I understand that as an hourly **Adecco Group.** employee, I have a responsibility to commit to professional practices regarding cell phone usage. I acknowledge my understanding of **Adecco Group.** official cell phone policy that employees will not use their cellular phones during the normal work day hours. I agree that I will ONLY use my cell phone as permitted during routine breaks; should an emergency arise, I agree that I will contact the warehouse only for this urgent business. I acknowledge that failure to abide by this policy will be grounds for termination.

By signing below, I acknowledge that I have read and understand this policy and agree to adhere to it.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date



# Employment Application

(PLEASE PRINT AND COMPLETELY ANSWER ALL QUESTIONS)

Our Company fully subscribes to the principles of Equal Employment Opportunity. It is our policy to provide employment, compensation, and other benefits related to employment based on qualifications, without regard to race, color, religion, national origin, age, sex, veteran status, genetic information, disability, or any other basis prohibited by federal, state or local law. In accordance with requirements of the Americans with Disabilities Act and applicable state laws, it is our policy to provide reasonable accommodation upon request during the application process to eligible applicants in order that they may be given a full and fair opportunity to be considered for employment. As an Equal Opportunity Employer, we intend to comply fully with applicable federal and State employment laws and the information requested on this application will only be used for purposes consistent with those laws. To the extent required by applicable law, the Company maintains a smoke- free workplace.

Applicants for positions in Rhode Island please note that the company is subject to Chapters 29-38 of Title 28 of the General Laws of Rhode Island and is therefore covered by the state's workers' compensation law unless this box is checked

If the box is checked the following exemption applies:

COMPANY NAME:

POSITION HIRED FOR:

DATE:

## PERSONAL DATA

Name:

Street Address:

City:

Zip code:

Telephone:

If you are under 18 years of age, please specify your age: (This information will be used only for child labor law purposes).

Are there any days, shifts or hours you will not work?  Yes  No

Have you ever been convicted of any criminal or civil offenses?  Yes  No

Note: Answering "yes" does not automatically exclude you from further consideration for the position.

If yes, please provide date(s) and details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Were you briefed satisfactorily about our Company by the Manager who Hired you?

\_\_\_\_\_

If referral, who were you referred by? \_\_\_\_\_

Have you ever applied or worked at our Company before?  Yes  No

If yes, provide dates: \_\_\_\_\_

Are you legally authorized to work in the United States?  Yes  No

Will you now or in the future require sponsorship for employment visa status (e.g. H-1B visa status)?  Yes  No

Note: The Federal Immigration and Reform and Control Act of 1986 requires that a DHS Employment Eligibility

Verification "Form I-9" be completed for every new hire and that within 3 business days of beginning work every new hire must present to the employer documentation establishing his/her identity and authorization to work. This federal requirement must be satisfied as a condition of employment.

**DRIVING RECORD**

(Answer only if driving is a requirement of the job for which you are applying).

Do you have a valid driver's license?  Yes  No State: \_\_\_\_\_ License No: \_\_\_\_\_

Have you had any tickets?  Yes  No

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY:**

Please complete for all full-time or part-time employment beginning with most recent employer. You may include as part of your employment history any verified work performed on a volunteer basis. All applicants should start with their most recent job, include active military assignments and voluntary employment and provide ten (10) years of history. (A separate sheet may be attached.) You must explain any gaps in your employment history.

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Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Supervisor: \_\_\_\_\_  
Date Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Payrate: \_\_\_\_\_  
State Job titles and Describe Job duties: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

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Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Supervisor: \_\_\_\_\_  
Date Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Payrate: \_\_\_\_\_  
State Job titles and Describe Job duties: \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Supervisor: \_\_\_\_\_  
Date Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Payrate: \_\_\_\_\_  
State Job titles and Describe Job duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Supervisor: \_\_\_\_\_  
Date Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Payrate: \_\_\_\_\_  
State Job titles and Describe Job duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Please explain any gaps in your employment history:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been discharged or forced to resign?  Yes  No

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_

Did you receive any discipline in your last 12 months of active employment with your previous employer?  Yes  No

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

Were you given a performance evaluation within the last 12 months of active employment?  Yes  No

If yes, what was the range of scores used and what was your score? \_\_\_\_\_

\_\_\_\_\_

Have you signed any non-competition or non-solicitation agreement with any other employer that might restrict you from working for this company (you may be required to furnish a copy of the agreement)?  Yes  No

If yes, please explain: \_\_\_\_\_

**MILITARY** (Complete only if you served in the military.)

Branch of Service: \_\_\_\_\_ Number of Years /Months of Service: \_\_\_\_\_  
Rank at Discharge: \_\_\_\_\_ Date of Discharge: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

## LIE DETECTOR TESTS

Applicant's Signature: \_\_\_\_\_

### APPLICANT'S ACKNOWLEDGMENT

I certify that the answers given herein (including but not limited to the Commercial Motor Vehicle Driver Supplement if applicable) are true and complete to the best of my knowledge. I understand that any misrepresentations, omissions of facts or incomplete answers in any application document may disqualify me from further consideration for employment. I further understand that, if employed, any misrepresentations or omissions of facts in any application document may be cause for my dismissal at any time without prior notice.

I consent to and authorize this Company to contact my former employers, references, and all other persons and organizations for information bearing upon my qualifications for employment. I further authorize the listed employers, schools and personal references to give the Company (without further notice to me) all information about my previous employment and education, along with any other pertinent information they may have and hereby waive any actions which I may have against either party(ies) for providing a good faith reference.

PRACTICE OR OTHER PROCEDURE (INCLUDING THE BASIC EMPLOYMENT POLICIES, PERSONNEL HANDBOOK OR ANY PERSONNEL MANUALS) CONSTITUTE AN EMPLOYMENT CONTRACT OR MODIFICATION OF THE AT-WILL EMPLOYMENT RELATIONSHIP BETWEEN ME AND THE EMPLOYER. I ALSO UNDERSTAND THAT THIS ASPECT OF ME EMPLOYMENT MAY NOT CHANGE ABSENT AN INDIVIDUAL WRITTEN AGREEMENT SIGNED BY BOTH ME AND THE PRESIDENT OF THE COMPANY.

I understand that applicants for certain positions may be required to qualify for employment based on additional employment criteria. For example, I may be required to take job-related tests; take a driver's examination; submit to a background investigation or take a pre-employment drug test. If I am offered employment or start work before any required test is completed, my employment is contingent on a satisfactory result on all required tests. I authorize the release of any background check results and of any drug/alcohol test to any state or federal authority requesting such information and in response to a valid subpoena or other legal document.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

THE ADECCO GROUP