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| |  | | --- | | **F:\Marketing\Deacon Logos\Deacon Recruiting logo 50k.jpg**  **719 Carnoustie Drive**  **San Antonio, Texas 78258**  **Office (210) 494-1000 Fax (210) 494-4924 fax**  DATE:  CNSLT: | | | | | | | | | | | |
| Deacon Recruiting, Inc. is an Equal Opportunity Employer and does not discriminate against qualified applicants or employees on account of race, color, religion, sex, age, national origin or disability. The Company prohibits harassment and discrimination in the workplace. | | | | | | | | | | |
| PERSONAL DATA | | | | | | | | | | |
| Last Name | First | | Middle | Maiden | | | Referred to us by: | | Work Phone | |
|  |  | |  |  | | |  | |  | |
| Address | | City | | State | Zip | | Social Security Number | | Home Phone | |
|  | |  | |  |  | |  | |  | |
| Email Address | | | | | | | | DOB (MM/DD) | Cellular Phone & Carrier | |
|  | | | | | | | |  |  | |
| **SOCIAL NETWORKING** | | | | | | | | | | |
| Stay informed of Deacon Recruiting’s most current updates and opportunities by joining our Online Network! | | | | | | | | | | |
| Your Linked In Profile: | | | | | | Like us on [Facebook](http://www.facebook.com/deaconrecruiting) and Follow us on [Twitter](http://twitter.com/deaconrecruiter)! | | | | |
|  | | | | | | | | | | |
| What is your motivation to make a career move? | | | | | | | | | | |
| What is important to you in a new position? (including what you have, and don’t have now) | | | | | | | | | | |
| What makes you stand out among your peers? (Accomplishments, specialties, strengths) | | | | | | | | | | |
| How would your peers describe your workplace personality? | | | | | | | | | | |
| What are other various job titles that could describe you? | | | | | | | | | | |
|  | | | | | | | | | | |
| *For Office Use Only: (CN, JO, CL)* 1.  2.  3.  4. | | | | | | | | | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ALTERNATIVE CONTACT | | | | | | | | | | | | | | | | | | | | | | | | | |
| Alternative Contact Name | | | | | | | | | | Their Employer | | | | | | | | | | | | Title | | | |
|  | | | | | | | | | |  | | | | | | | | | | | |  | | | |
| Alt. Contact Work Number | | | | | Alt. Contact Cell Number | | | | | Alternative Contact Relation | | | | | | | | | | | | | | | |
|  | | | | |  | | | | |  | | | | | | | | | | | | | | | |
| EDUCATION *(Highest Level)* | | | | | | | | | | | | | | | | | | | | | | | | | |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | Name of School | Degree/# of Yrs. | Yrs. Complete | Total Hrs. | Major | Degree | 2nd Degree | GPA | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | |  | | | | |  | |  | | | |  | | |  | | |  | | |  | | |
| CURRENT SALARY INFORMATION | | | | | | | | | | | | | | | | | | | | | | | | | |
| What is your current Base? | | | | | | | Bonuses? | | | | | Other Incentives? | | | | | | | | Next Raise? | | | | | |
|  | | | | | | |  | | | | |  | | | | | | | |  | | | | | |
| **EMPLOYMENT HISTORY** | | | | | | | | | | | | | | | | | | | | | | | | | |
| ***THE FOLLOWING SECTION MUST BE COMPLETED. PLEASE LIST MOST RECENT POSITION FIRST.*** | | | | | | | | | | | | | | | | | | | | | | | | | |
| Most Recent Company | | | | | | | | Second Most Recent Company | | | | | | | | | | | Third Most Recent Company | | | | | | |
| Name of Employer | | | | | | | | Name of Employer | | | | | | | | | | | Name of Employer | | | | | | |
|  | | | | | | | |  | | | | | | | | | | |  | | | | | | |
| Title | | | | | | | | Title | | | | | | | | | | | Title | | | | | | |
|  | | | | | | | |  | | | | | | | | | | |  | | | | | | |
| How did you get this position? | | | | | | | | How did you get this position? | | | | | | | | | | | How did you get this position? | | | | | | |
|  | | | | | | | |  | | | | | | | | | | |  | | | | | | |
| City, State | | Type of Business. | | | | | | City, State | | | | | Type of Business | | | | | | City, State | | | | Type of Business. | | |
|  | |  | | | | | |  | | | | |  | | | | | |  | | | |  | | |
| Present $ | | Starting $ | | | | | | Present $ | | | | | Starting $ | | | | | | Present $ | | | | Starting $ | | |
|  | |  | | | | | |  | | | | |  | | | | | |  | | | |  | | |
| Dates of Employment (month & year) | | | | | | | | Dates of Employment (month & year) | | | | | | | | | | | Dates of Employment (month & year) | | | | | | |
| From:       To: | | | | | | | | From:       To: | | | | | | | | | | | From:       To: | | | | | | |
| Reason for Leaving: | | | | | | | | Reason for Leaving: | | | | | | | | | | | Reason for Leaving: | | | | | | |
| Resigned w/ notice: | | | | | | | | Resigned w/ notice: | | | | | | | | | | | Resigned w/ notice: | | | | | | |
| Requested to resign: | | | | | | | | Requested to resign: | | | | | | | | | | | Requested to resign: | | | | | | | |
| Quit without notice: | | | | | | | | Quit without notice | | | | | | | | | | | Quit without notice: | | | | | | |
| Terminated: | | | | | | | | Terminated: | | | | | | | | | | | Terminated: | | | | | | |
| Laid Off-How many?:  | | | | | | | | Laid Off-How many?:  | | | | | | | | | | | Laid Off-How many?:  | | | | | | |
| Reason: | | | | | | | | Reason: | | | | | | | | | | | Reason: | | | | | | |
| Direct Supervisor | | | | | | | | Direct Supervisor | | | | | | | | | | | Direct Supervisor | | | | | | |
|  | | | | | | | |  | | | | | | | | | | |  | | | | | | |
| Title of Direct Supervisor | | | | | | | | Title of Direct Supervisor | | | | | | | | | | | Title of Direct Supervisor | | | | | | |
|  | | | | | | | |  | | | | | | | | | | |  | | | | | | |
| Phone # of Direct Supervisor | | | | | | | | Phone # of Direct Supervisor | | | | | | | | | | | Phone # of Direct Supervisor | | | | | | |
|  | | | | | | | |  | | | | | | | | | | |  | | | | | | |
| **Please list any companies or placement firms you have seen or are scheduled to see.** | | | | | | | | | | | | | | **Please list any companies where you would like us to present you confidentially.** | | | | | | | | | | | |
| 1. Company: | | | | | | | | | | | | | | 1. Company: | | | | | | | | | | | |
| 2. Company: | | | | | | | | | | | | | | 2. Company: | | | | | | | | | | | |
| 3. Company: | | | | | | | | | | | | | | 3. Company: | | | | | | | | | | | |
| 4. Company: | | | | | | | | | | | | | | 4. Company: | | | | | | | | | | | |
| **References from Co-Workers** | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name: | | | | | | Company of Co-Worker: | | | | | | | | | | | Position Held: | | | | | | Phone: | | |
| Name: | | | | | | Company of Co-Worker: | | | | | | | | | | | Position Held: | | | | | | Phone: | | |
| Name: | | | | | | Company of Co-Worker: | | | | | | | | | | | Position Held: | | | | | | Phone: | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| Do you currently hold the professional and/or regulatory certifications (if any) required for the position you are seeking? | | | | | | | | | | | | | | | | | | | | | | | |
|
| Yes | | No | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| Has your certification ever been investigated, revoked suspended, denied or subject to discipline by any professional organization or governmental authority? | | | | | | | | | | | | | | | | | | | | | | | |
|
| Yes | | No | | | | | | | | | | | | | | | | | | | | | |
| If you answered "Yes", please explain in detail: | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| Have you ever been terminated from employment or asked to resign by any employer? | | | | | | | | | | | | | | | | | | | | | | | |
| Yes | | No | | | | | | | | | | | | | | | | | | | | | |
| If you answered "Yes", please provide names, dates and circumstances of each situation. | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| ***Have you ever:***  ***Pled guilty or received:*** | | Been convicted | | | | | | | | | | | | |  | | | | | | | | |
| Probation | | | | | | | | | | | | |
| Deferred adjudication | | | | | | | | | | | | |
| Court ordered community supervision | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |
| Or, Pre-trial diversion for any crime (misdemeanor and/or felonies) | | | | | | | | | | | | | | | | | | | | | | | |
| Yes | | No | | | | | | | | | | | | | | | | | | | | | |
| If "Yes" provide complete information on all misdemeanors and felonies (other than parking tickets), including the date(s), location(s),  Criminal offense(s) and disposition: | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | |
| ***I verify that information provided on this application and in resumes/exhibits submitted to the Company is true, correct and complete. I understand that false, misleading, incomplete or omitted information will result in rejection of my application or termination of employment, whenever discovered. I authorize the Company and its agents to confirm all information provided on this application and in resumes/exhibits, and to investigate my character, qualifications, general reputation and suitability for employment. I release the Company and all persons and organizations from any claims, liabilities or damages for obtaining or furnishing information about me. I understand that this application is not a job offer or an employment contract for any specific time period. Any employment with the Company will be for an indefinite time period and I may resign or be released without notice or requirement of cause. If employed, I will comply with all Company policies, rules and procedures.*** | | | | | | | | | | | | | | | | | | | | | | | |
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|
| **Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | | | | | | | | | | | | | | | | | | |