



FINE WINE & SPIRITS

Equal Opportunity Employer

It is our policy to seek and employ the best qualified personnel and to provide equal opportunity for the advancement of employees, including upgrading, promotion and training, and to administer these activities in a manner which will not discriminate against any person regardless of race, color, religion, age, sex, nationality, physical or mental handicap.

Date _____

NAME (please print) _____
Last Middle First

Social Security No. _____ Phone No _____

Address _____
Street City State Zip Code

Personal

- Are you 20 years of age or older Yes _____ No _____
- If you are not an U.S. citizen, do you have the legal right to remain permanently and work in the U.S.? Yes _____ No _____ NA _____
- Have you ever been convicted of a violent crime, theft or any offense known to be a felony? Yes _____ No _____
- Would the employer have to provide any special accommodations for you to perform the job for which you are applying? Yes _____ No _____

Education

Have you completed:

Grade School? Yes _____ No _____

High School? Yes _____ No _____

Name & Address:

High School _____

College (s) _____ Years Completed _____

_____ Years Completed _____

Other Educational Experience _____

Armed Forces

Did you serve in the Armed Forces? Yes _____ No _____

Branch? _____ Rank? _____

Special Skills Training? _____

Discharged? Yes _____ No _____ Active Reserves? Yes _____ No _____

Work History

Employer _____ Position _____

Dates _____ Reason for Leaving _____

Employer _____ Position _____

Dates _____ Reason for Leaving _____

Employer _____ Position _____

Dates _____ Reason for Leaving _____

I understand the following requirements if I am offered employment:

*My employment will be "at will" meaning that I may leave voluntarily anytime, and that the employer may direct that I leave at any time in the future.

*During the first 60 days of conditional employment a decision may be made by either me or the employer that our employment decision is not working out.

*Pre-employment or post-employment physicals may include drug and alcohol testing. Positive readings will direct a termination of the hiring process, or later, of employment.

*This application is truthful and without omission. I will volunteer information about any criminal convictions in the interview process and know that any false or omitted information will result in termination.

Signature _____ Date _____

APPLICATION AND CONSENT FOR RELEASE OF INFORMATION

D.J.K.Inc. requires, as a condition of employment, that all applicants consent to and authorize a pre-employment verification of background information submitted on their application or resume. PLEASE READ CAREFULLY.

I, the undersigned applicant, do hereby certify that the information provided by me for the purpose of employment is true and complete to the best of my knowledge. I understand that if I am employed any false statements will be considered cause for dismissal.

This release and authorization acknowledges that this company may now, or at any time while I am employed, conduct a verification of my education, previous employment/work history, credit history, motor vehicle records, contact personal references, require that I provide a urine and/or blood sample to be tested for the presence of drugs or alcohol, and receive any criminal history record information pertaining to me which may be in the files of any Federal, State, or Local criminal justice agency in any state, and/or other information as deemed necessary to fulfill job requirements. This process includes fingerprinting for the F.B.I. Criminal record review. The results of this verification process will be used to determine employment eligibility under this company's employment policies.

I authorize RIC Consultants and Services and any of its agents and/or employees to disclose orally and in writing the results of this verification process to the designated authorized representatives of this company.

I have read and understand this release and consent, and I authorize the background verification. I authorize persons, schools, current and former employers, and other organizations and Agencies to provide RIC Security Consultants and Services with all information requested, and I hereby release all persons and Agencies providing such information from any and all claims and damages connected with their release of any requested information. I agree that any copy of this document is as valid as the original.

I do hereby agree to forever release and discharge this company, its agent, RIC Security Consultants and Services, and their associates to the full extent permitted by law from any claims, damages, losses, liabilities, costs and expenses, or other charge or complaint filed with any agency arising from the retrieving and reporting of information. According to the Federal Fair Credit Reporting Act, I am entitled to know if employment was denied based upon information obtained by my prospective employer, and to receive, upon written request, a disclosure of the public record information and of the nature and scope of the investigative report.

Name (printed) Social Security # Date of Birth

Address City State Zip Code

Race Sex Driver's License # State Issued

Signature Date