

PRE/MIER Real Estate Management LLC

EMPLOYMENT APPLICATION

Employee Name _____

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the HR Department.

Name _____ Date _____
Last First Middle Initial

Address _____
Street City State ZIP Code

Telephone # (____) _____ Cellular/Other Phone # (____) _____

Position(s) applied for _____

Referred by _____ Email _____

Best time to call is A.M.
: P.M.

May we contact you at work? Yes No
If yes, work number and best time to call:
A.M.
(____) _____ : P.M.

If you are under 18 and it is required,
Can you furnish a work permit? Yes No
If no, please explain: _____

Have you been employed here before? Yes No
If yes, give dates: From ___/___/___ To ___/___/___
Is this application a request for re-employment
following an extended military leave of absence
from this company? Yes No

If yes, additional information may be requested.

Are you legally eligible for employment
in this country? Yes No

Date available for work ___/___/___

What is your desired salary range or hourly rate of pay?
\$ _____ Per _____

Type of Employment Desired: Full-Time Part-Time
 Education/Intern Seasonal Temporary

Will you relocate if the job requires it? Yes No

Will you travel if the job requires it? Yes No

Are you able to meet the required scheduled hours of the
position? Yes No Need more information to
respond.

Are you able to perform the "essential function" of the
position for which you are applying (with or without
accommodation)?

*This question is not designed to elicit information regarding an applicant's disability. **Please DO NOT provide information about the existence of a disability, particular accommodation, or whether accommodation is necessary.** These issues may be addressed at a later stage to the extent permitted by law.*

Yes No Need more information regarding
"essential functions" to respond.

*Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account. **DO NOT answer this question if you are applying for employment in the following states: Illinois, Minnesota, California, Colorado, Connecticut, Delaware, Hawaii, Maryland, Massachusetts, Nebraska, New Jersey, New Mexico and Rhode Island. For applicants in these states this question may be addressed at a later stage to the extent permitted by law.***

Have you ever pleaded "guilty" or "no contest" to or been convicted of a crime that has NOT been expunged by a court? Yes No

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

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Employment History

Employer	Telephone # ()	Dates Employed:	Month / Year	Month / Year
Street Name	City	State	Wage/Salary \$	
Job Title	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			

Immediate Supervisor and Title

Summarize the type of work performed and job responsibilities.

What did you like most about the position?

What were the things you liked least about the position?

Employer	Telephone # ()	Dates Employed:	Month / Year	Month / Year
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Job Title	May we contact for reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			

Immediate Supervisor and Title

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What did you like most about the position?

What were the things you liked least about the position?

Explain any gaps in employment history, other than those due to personal illness, injury or disability: _____

If not addressed on previous page, have you ever been fired or asked to resign from a job? Yes No

If yes, please explain: _____

Skills and Qualifications

Summarize any special training, skills, licenses and/or certification that may assist you in performing the position for which you are applying: _____

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Skills and Qualifications continued

Computer Skills (Check appropriate boxes. Include software titles and years of experience.)

- Word Processing _____ Years _____
 Internet _____ Years _____
 Spreadsheet _____ Years _____
 E-mail _____ Years _____
 Presentation _____ Years _____
 Other _____ Years _____

Educational Background

Start with your most recent school attended, provide the following information:

School (Include City and State)	Years	Completed	Major/Minor
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	
		<input type="checkbox"/> Diploma <input type="checkbox"/> GED <input type="checkbox"/> Degree _____ <input type="checkbox"/> Certification _____ <input type="checkbox"/> Other _____	

Social Security Number

SS# _____ - _____ - _____

We will use this information only for employment purposes and make reasonable efforts to safeguard your privacy.

References

List names and telephone numbers of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Title	Connection to you	Telephone	E-mail	# of Years Known

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Related Information

To What job-related organizations (professional, trade, etc.) do you belong?

(Exclude memberships that would reveal race, color, religion, sex, national origin, genetic information, citizenship, age, mental or physical disabilities, veteran/ reserve or any other similarly protected status.)

Organization	Offices Held/Special Awards

Is there any other job related information you want us to know about you? _____

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with this employer is complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and education institutions and to otherwise verify the accuracy of all information proved by me in this application, resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no questions on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or defined duration. I understand that no supervisor or representative is authorized to make any assurances to the contrary and no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

This company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his/her sex, race, color, religion, national origin, genetic information, citizenship, age, disability, or any other protected status under federal, state, or local law. This Company likewise does not tolerate harassment based on her sex, race, color, religion, national origin, genetic information, citizenship, age, disability, or any other protected status. Examples of prohibited harassment include, but are not limited to, unwelcome physical contact, offensive gestures, unwelcome comments, jokes, epithets, threats, insults, name calling, negative stereotyping, possession or display of derogatory pictures, or other graphic materials, and any other words or conduct that demean, stigmatize, intimidate, or single out a person because of his/her membership in a protected category. The Company takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

Applicant Statement Signature

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant _____ Date _____