



Application Instructions

Please complete all information requested. Indicate "none" where applicable.

Personal Information

Legal First Name				Legal Middle Initial		Legal Last Name		
Address 1								
Address 2					City			
Country	US	State			Zip			
Telephone			Email			Social Security #		
Name used for previous education and/or employment, if other than current								
Have you ever previously applied with General Electric Company or its affiliates?			If Yes, Position & Location			When?		
Are you subject to any covenant or restrictions, e.g. non-compete, from your previous employment over the last two years?			If Yes, please describe			When?		
Do you have any relatives employed by General Electric Company or its affiliates? If Yes, complete below								
Name			Location			Relationship		

Have you ever been plead guilty or no contest or been convicted of a crime? (more details below)		If Yes, Please give details, dates of convictions. A Yes answer will not necessarily disqualify you from consideration.	

1. You should not disclose the existence of any arrest or criminal charge that did not result in a conviction.
2. You should not disclose any conviction that has been sealed, annulled, eradicated or expunged under federal, state or local law.
3. CALIFORNIA RESIDENTS: You should not disclose (A) a conviction under Health & Safety Code sections 11357(b) or ©, 11360(b), 11364, 11365 or 11550, or their statutory predecessors, that occurred two or more years ago; or (B) a misdemeanor conviction for which probation has been successfully completed.
4. CONNECTICUT RESIDENTS: Criminal records subject or erasure are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or annulled, a criminal charge for which the person has been found not guilty, or a conviction for which the person received an absolute pardon. Any person whose criminal records have been erased pursuant to state law shall be deemed to have never been arrested and may so swear under oath.
5. HAWAII RESIDENTS: Please answer this question "No". Pursuant to state law, you will be asked about your criminal history only if and when you receive a conditional offer of employment.
6. MASSACHUSETTS RESIDENTS: Please answer this question "No". Pursuant to state law, you will be asked about your criminal history only if and when you receive a conditional offer of employment.
7. APPLICANTS FOR POSITIONS IN THE CITY OF PHILADELPHIA: Please answer this question "No". Pursuant to local law, you will be asked about your criminal history only if and when you progress beyond an initial interview.

Bonding History, If Applicable

Have you been Bonded? Yes or No		Dates Bonded		Bonding Type: Federal, State, Local	
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List Previous Addresses for the last 7 Years

Address		City	
State		Zip Code	
From		To	

List Previous Addresses for the last 7 Years

Address		City	
State		Zip Code	
From		To	

List Previous Addresses for the last 7 Years			
Address		City	
State		Zip Code	
From		To	

List Previous Addresses for the last 7 Years			
Address		City	
State		Zip Code	
From		To	

List Previous Addresses for the last 7 Years			
Address		City	
State		Zip Code	
From		To	

Highest Education Level Completed (please only list highest degree or diploma earned)			
Institution Name		Degree/Diploma Earned?	
From		To	
Date Graduated		City	
Country		State/Province	
Type of Degree		Major	
Campus Location			

Trade/Business (if applicable)			
Institution Name		Degree/Diploma Earned?	
From		To	
Date Graduated		City	
Country		State/Province	
Type of Degree		Major	

Other Education (if applicable)			
Institution Name		Degree/Diploma Earned?	
From		To	
Date Graduated		City	
Country		State/Province	
Type of Degree		Major	
Campus Location			

Employment History
List ALL employment for the last 10 years – if student, list summer and part-time positons. Start with the most current.

Current or Most Recent Employer (if applicable)							
Employer		From			To		
City		Country	US	State		Zip	
Supervisor Name		Supervisor Title			May we contact?		
Position Title		Final Base Salary			Contact Telephone		
Reason For Leaving							

Previous Employer (if applicable)							
Employer		From			To		
City		Country	US	State		Zip	
Supervisor Name		Supervisor Title			May we contact?		
Position Title		Final Base Salary			Contact Telephone		
Reason For Leaving							

Previous Employer (if applicable)							
Employer		From			To		
City		Country	US	State		Zip	
Supervisor Name		Supervisor Title			May we contact?		
Position Title		Final Base Salary			Contact Telephone		
Reason For Leaving							

Previous Employer (if applicable)							
Employer		From			To		
City		Country	US	State		Zip	
Supervisor Name		Supervisor Title			May we contact?		
Position Title		Final Base Salary			Contact Telephone		
Reason For Leaving							

Previous Employer (if applicable)							
Employer		From			To		
City		Country	US	State		Zip	
Supervisor Name		Supervisor Title			May we contact?		
Position Title		Final Base Salary			Contact Telephone		
Reason For Leaving							

NOTICE
<p>As part of the application process, Workforce Opportunity Services, Inc., may use an outside agency to verify some or all of the information you have provided on your application, including personal background, character, professional standing, work history and qualifications, and that agency may generate a report which will be provided to Workforce Opportunity Services. In connection with such verification and reporting, you have certain rights under federal and state law.</p> <p>FEDERAL LAW: The Fair Credit Reporting Act, 15 U.S.C. § 1681 et seq. (FCRA) provides certain rights in connection with the reporting of personal information, including information obtained and verified for employment purposes. A summary of your rights under the FCRA is available from the Fair Trade Commission. (http://www.ftc.gov/bcp/edu/pubs/consumer/credit/cre35.pdf)</p> <p>CALIFORNIA RESIDENTS: You are entitled to receive a free copy of any investigative consumer report generated. This report will be obtained through the following Consumer Reporting Agency: Employment Screening Services, ("ESS"), located at 2500 Southlake Park, Birmingham, AL 35244, telephone: 866-859-0143, http://www.es2.com, and may include the following as permitted by law: criminal convictions; credit history; employment references and verification; education verification; motor vehicle records; drug testing; civil court records and other related records. To indicate your interest in receiving a copy of the report, please check the corresponding box in the Consent section below. You may view the file maintained on you by the consumer reporting agency listed above. You may also obtain a copy of this file, upon submitting proper identification and paying the costs of duplication services, by appearing at the consumer reporting agency in person, or by mail; you may also receive a summary of the file by telephone. The agency is required to explain to you any coded information appearing in your file. If you appear in person, you may be accompanied by one other person of your choosing, provided that person furnishes proper identification.</p> <p>KANSAS RESIDENTS: If an investigative consumer report is sought, you will be notified and may then request, in writing, a complete disclosure of the precise nature and scope of the report requested.</p> <p>MAINE, NEW YORK & RHODE ISLAND RESIDENTS: You have the right, upon written request, to be informed of whether an investigative consumer report was prepared, and, if one was prepared, the name and address of the consumer reporting agency furnishing the report. You may then contact such agency in writing to request a copy of such report for your inspection.</p> <p>MINNESOTA & OKLAHOMA RESIDENTS: You are entitled to receive a free copy of any investigative consumer report prepared by the consumer reporting agency. To indicate your interest in receiving a copy of the report, please check the corresponding box in the Consent section below.</p> <p>WASHINGTON RESIDENTS: If an investigative consumer report is sought, you will be notified of the precise nature and scope of the investigation requested, and will be sent a copy of your rights under the Washington fair Credit Reporting Act. You have a right, upon employment, to additional notice if any consumer report is sought or is used for other employment purposes.</p>

Consent (complete fields below)

I understand that in connection with my application for employment with Workforce Opportunity Services, Inc., ("WOS"), WOS may use an outside agency to research and verify the information I have provided on my application for employment, including my personal background, character, professional standing, work history and qualifications. This agency will provide a report to WOS. WOS uses ESS, a consumer reporting agency, as an agent to perform background verifications.

I understand that ESS will obtain information it deems appropriate from various sources including, but not limited to, the following: credit reporting agencies, current and past employers, criminal conviction records, Department of Motor Vehicle records, military records, school records, and professional and personal references. I authorize, without reservation, any individual, corporation or other private or public entity to furnish WOS and ESS all information about me.

I understand that a "Summary of Your Rights Under the Fair Credit Reporting Act" is available for my review at <http://www.ftc.gov/bcp/edu/pubs/consumer/credit/cre35.pdf>. This authorization and consent, in original, faxed, photocopied or electronic form, shall be valid for this and, as permitted, any future reports and updates that may be requested by WOS.

By my submission of this application, I acknowledge that, if hired, my employment with Workforce Opportunity Services will be governed by, among other things, the Company's Policy and Procedures (PPs) and that I am expected to abide by all PPs at all times. I promise to: (1) read and understand all PPs that pertain in any way to my position; (2) read and understand the following key PPs (Business and Ethics, Conflict of Interest, Confidential Information, Insider Trading, Anti-Harassment, Employee Safety Infractions, Intranet/E-mail/Electronic Communications and Information Security, Leave of Absence, Drugs and Alcohol, Employee Rules and Regulations, Employee Issue Resolution); (3) keep myself aware of any changes made to the PPs, which the Company reserves the right to amend or delete at any time; and (4) ask my supervisor or the HR department any questions I may have about the PPs.

Legal First Name		Legal Middle Initial		Legal Last Name	
Address 1					
Address 2				City	
Country	US	State		Zip	
I request to receive a free copy of this report (California, Minnesota and Oklahoma Applications only).				Date	
Type Name				Social Security #	

I hereby authorize and consent to allow Workforce Opportunity Services, Inc. and its affiliates and agents to collect and confirm (verbally or otherwise) any information associated with this application which is necessary for Workforce Opportunity Services to verify accuracy of the application and/or assess my qualifications for the position for which I am applying.

Signature

Requires written signature, electronic and digital signature NOT ACCEPTABLE.