

## **Information Collection Form**

Personal Info	
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First Name John

Last Name Doe

Address 1234 Mockingbird Lane

City/State/Zip Springfield, ST, 12345

Phone 555-123-4567 Alt Phone 555-999-9876

Email joedoe@democompany.com

## **Employee Info**

Employee ID 987654

SIN 123-456-789

Salary \$60,000

Bank First Bank

Credit Card # 5192425966798601

## **Employee Statements**

General

"As I reflect on my time here at Demo Company, I'm genuinely proud of the strides I've made in my role. When I first joined the team, I was eager to contribute, albeit a bit uncertain when it came to our in-house processes. Over the past year, I've not only become proficient in our project management software, but I've also proposed several workflow optimizations that have been well-received by my colleagues. Balancing multiple client accounts has been challenging, yet it's a testament to the robust training and supportive environment here that I've been able to exceed my performance targets. My journey has been one of continuous learning, and I'm excited to see how I can further grow and contribute to our collective success."