



# DOBA INTEL PATROL

## Loss Prevention & General Security

### Security Officers Pre-Employment Information

Dear Applicant:

Thank you for your interest in **Doba Intel Patrol**. We are an **Equal Employment opportunity employer**. The information that you are providing in this application form is voluntary and it is for employment purposes only and shall be strictly confidential.

All sections of the application packet **MUST** be completed, our Human Resources Dept shall review your application. If your availability and qualifications match the requirement of our current openings, we will contact you to arrange an interview. **Please do not call regarding the status of your application.** In the event we are unable to match your availability and qualifications with a current requirement, your application shall remain active in our database for six (6) months and will be reviewed for future openings.

To be considered for employment with **Doba Intel Patrol**, **BASIC QUALIFICATIONS** include the following:

- ✓ Must be at least 18 years old or state age requirement
- ✓ Provide proof of ability to work in the United States
- ✓ Ability to read, write and speak English
- ✓ High school diploma / GED or 2 years of verifiable full-time work experience
- ✓ Ability to interact with public in a direct and professional manner
- ✓ Ability to perform the essential functions of the position with or without reasonable accommodation.
- ✓ No felony convictions and negative result on the pre-employment drug screen
- ✓ Ability to successfully complete basic orientation training and testing
- ✓ Must be licensed by NYS Dept of State to work as a security guard
- ✓ Hold the 8 hrs and 16 hrs security guard training certificate

Thank you again for your interest in **Doba Intel Patrol**. Looking forward to seeing you in our uniform.



# **DOBA INTEL PATROL**

**Loss Prevention & General Security**  
**APPLICATION FOR EMPLOYMENT**  
**APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS**

Name \_\_\_\_\_ ( )  
Last First Middle Home phone Number

Address \_\_\_\_\_ ( )  
Number Street Cellular Phone Number

\_\_\_\_\_ E-Mail Address  
City State & Zip

How long? \_\_\_\_\_ Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Are you 18 years of age or older? YES NO Days available to work  
No Pre \_\_\_\_\_ Thurs \_\_\_\_\_

Position applied for? \_\_\_\_\_  
Mon \_\_\_\_\_ Fri \_\_\_\_\_  
Tue \_\_\_\_\_ Sat \_\_\_\_\_  
Wed \_\_\_\_\_ Sun \_\_\_\_\_

How many hours can you work weekly? \_\_\_\_\_ Can you work nights? \_\_\_\_\_

Employment desired (circle one) FULL TIME ONLY PART TIME ONLY FULL OR PART TIME

When available to work? \_\_\_\_\_

## **EDUCATION**

List all schools attended, beginning with most recent

SCHOOL TYPE	SCHOOL NAME	ADDRESS	NUMBER OF YEARS COMPLETED	CURRICULUM / DEGREE
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HIGH SCHOOL \_\_\_\_\_

COLLEGE \_\_\_\_\_

TRADE SCHOOL \_\_\_\_\_  
PROFESSIONAL SCHOOL \_\_\_\_\_

# APPLICATION FOR EMPLOYMENT (CONT.)

## WORK HISTORY

Please list your work experience for the past Three (3) years beginning with your most recent Job held.

Company Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Address \_\_\_\_\_ City, State & Zip \_\_\_\_\_  
Employment Dates \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ Salary start \_\_\_\_\_ Salary upon leaving \_\_\_\_\_  
Reason for leaving ( be specific ) \_\_\_\_\_  
\_\_\_\_\_

Company Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Address \_\_\_\_\_ City, State & Zip \_\_\_\_\_  
Employment Dates \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ Salary start \_\_\_\_\_ Salary upon leaving \_\_\_\_\_  
Reason for leaving ( be specific ) \_\_\_\_\_  
\_\_\_\_\_

Company Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Address \_\_\_\_\_ City, State & Zip \_\_\_\_\_  
Employment Dates \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ Salary Start \_\_\_\_\_ Salary upon leaving \_\_\_\_\_  
Reason for leaving ( be specific ) \_\_\_\_\_  
\_\_\_\_\_

**HAVE YOU EVER BEEN CONVICTED OF A CRIME?** YES NO  
If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was / were committed, sentence(s) imposed and state type(s) of rehabilitation \_\_\_\_\_  
\_\_\_\_\_

# APPLICATION FOR EMPLOYMENT ( CONT. )

## **DO YOU HAVE A DRIVER'S LICENSE?**

**YES**

**No**

What is your means of transportation to work? \_\_\_\_\_

Driver's license \_\_\_\_\_ State of issue \_\_\_\_\_ Operator Commercial (CDL) Chauffeur

Expiration date \_\_\_\_\_

Have you had any accidents during the past three years? How many? \_\_\_\_\_

Have you had any moving violations during the past three years? How many? \_\_\_\_\_

## **MILITARY SERVICE**

HAVE YOU EVER BEEN IN THE ARMED FORCES? YES NO

ARE YOU A MEMBER OF THE NATIONAL GUARD? YES NO

Specialty \_\_\_\_\_ Date Entered \_\_\_\_\_ Discharge Date \_\_\_\_\_

**Please list two (2) personal references that have knowledge of your character and work performance**

Name \_\_\_\_\_ Name \_\_\_\_\_

Occupation \_\_\_\_\_ Occupation \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Relationship \_\_\_\_\_ Relationship \_\_\_\_\_

Telephone ( ) \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED TO GIVE YOU AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

# APPLICATION FOR EMPLOYMENT ( CONT )

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR DEFINITE TIME PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE."

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## SEXUAL HARASMENT IN THE WORKPLACE

IT IS THE POLICY OF DOBA INTEL PATROL THAT ALL EMPLOYEES ARE ABLE TO WORK IN AN ENVIRONMENT FREE FROM ALL FORMS OF DISCRIMINATION INCLUDING SEXUAL HARASMENT. NO EMPLOYEE, EITHER MALE OR FEMALE, IS TO BE SUBJECTED TO SEXUAL OVERTURES OR CONDUCT, EITHER VERBAL OR PHYSICAL NOR SUBJECTED TO REPRISALS FOR REPORTING SUCH CONDUCT. ANY EMPLOYEE THAT ENGAGES IN SUCH ACTIVITIES WILL BE TERMINATED FROM EMPLOYMENT AT DOBA INTEL PATROL.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE -----FOR OFFICE USE ONLY**

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INTERVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

HIRED:    YES    NO

POSITION: \_\_\_\_\_ DEPT: \_\_\_\_\_

SALARY/ WAGES: \_\_\_\_\_ DATE REPORTING TO WORK: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ BRANCH MANAGER: \_\_\_\_\_