APPLICATION FOR EMPLOYMENT

Orion Management Solutions is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, age, religion or religious creed, non-job related disability or the use of a guide or support animal due to deafness, blindness or physical disability, national origin, ancestry, gender or veteran status or any other characteristic protected under Federal or State law.

This application shall be considered active for a period not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should complete another application at the end of that period.

Personal Information				
Name (Last, First, Middle)	Date of Applica	tion		
Have you ever worked under another name? If so, enter below:				
Present Address (Street, City, State, Zip)	Telephone Num	ber with Area	Code	
Permanent Address (If same as above, enter "same")	Telephone Number with Area Code			
Are you available to work: Full Time	Date Available			
Email Address				
Position Applying For	How Were You	Referred To U	rs?	
Salary Requirements				
General Information				
Please check yes or no:		Yes	No	
Have you ever filed an application with us before? If yes, give date:	_			
How were you referred to us?				
If you are under 18 years of age, can you provide required proof of your eligibility to wo	rk?			
Have you ever been employed with us before? If yes, give date:				
Are you currently employed?				
May we contact your present employer?				
Are you currently on "lay-off" status and subject to recall?				
Can you travel if a job requires it?				
If applicable, are you willing to relocate?				
Are any relatives employed with us? If yes, list:				
Have you been convicted of a felony within the last five years?				
If yes, please describe:				
Note: A conviction record is not an automatic bar to employment. A conviction will be considered only in relation to specific job requirements. An applicant shall be notified if an adverse decision was based on conviction data.				
Training and Skills				
U.S. Military skills, experience or training related to the position applied for:				
Special training, skills (such as special machinery, typing, word processing, language position applied for which you feel may especially qualify you for work with our compar		or experience	ces related to the	

	EDUCATION AN	D HISTORY		
Name	Location and Telephone	Course	Graduate	Degree
Elementary	Document and Perspirate	Course	Yes or No	Degree
High School/GED				
College				
Post Graduate				
	WORK EXPERIENCE	(MOST RECENT)		
Name of Employer	Address of Employer		Date Employed	
			From:	То:
Telephone of Employer	Supervisor's Name and Title		Rate of Pay	
			Start:	Finish:
Position or Title	Reason for Leaving			
Description of Duties				
	NEXT PREVIOUS	EMPLOYER		
Name of Employer	Address of Employer		Date Employed	
			From:	To:
Telephone of Employer	Supervisor's Name and Title		Rate of Pay	
			Start:	Finish:
Position or Title	Reason for Leaving		·	
Description of Duties				
	_			
	NEXT PREVIOUS	EMPLOYER		

NEXT PREVIOUS EMPLOYER				
Name of Employer	Address of Employer	Date Employed	Date Employed	
		From:	To:	
Telephone of Employer	Supervisor's Name and Title	Rate of Pay		
		Start:	Finish:	
Position or Title	Reason for Leaving	1		
Description of Duties				

BUSINESS REFERENCES					
Name	Company	Address	Telephone Number		
Name	Company	Address	Telephone Number		
Name	Company	Address	Telephone Number		
Name	Company	Address	Telephone Number		

READ CAREFULLY BEFORE SIGNING BELOW

(Signature required in order to be considered for employment.)

- 1. I understand that Orion Management Solutions will consider any requests for accommodations of physical or mental disabilities by an otherwise qualified person at any time before or after employment begins. I understand that the company would appreciate as much advance notice as possible regarding request for accommodation, and that documentation of the need for accommodation might be required.
- 2. I understand that I may be required to submit to assessment(s) as a condition of my employment. Satisfactory completion of these assessments is required.
- 3. I understand that a background check may be performed as a condition of employment. I authorize Orion Management Solutions and or its agents to thoroughly request, receive and verify all statements and information contained in my application or resume. I release Orion Management Solutions from all liability for any damages that may result from doing so. I authorize any persons or organizations referenced in this application to give you any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application. I release all such parties from all liability for any damages that may result from furnishing such information to Orion Management Solutions.
- 4. I understand that employment is contingent upon my complying with the employment verification requirements of the Immigration Reform and Control Act.
- 5. I certify that the information provided by me in this application (and accompanying resume, if any) is true and complete. I understand that any misstatement, falsification, omission or misrepresentation on this application or in any interview is grounds for refusal to hire, or if I am hired and the same is discovered thereafter, I will be separated. I understand that all information provided by me on this application or in any interview is subject to verification.
- 6. I acknowledge that if I am employed by the company, my employment will be at-will, that I will be required to follow all rules and regulations of the company and that my employment may be terminated with or without cause, with or without notice, at the option of myself or the company. No one other than the President has the authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing, either before commencement of employment or after I have become employed.
- 7. I certify that I have read or have had read to me, items 1, 2, 3, 4, 5 and 6 above. I understand the contents and hereby acknowledge receipt and understanding of this information. Further, I confirm that I desire to be considered for employment under these conditions.

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