



Alta Vista Inspection Services, Inc.

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EMPLOYMENT APPLICATION

PLEASE DETACH THIS PAGE AND KEEP FOR YOUR RECORDS

Dear Alta Vista Applicant,

In order to make a hiring decision that is right for you and Alta Vista, we evaluate all the available information and use a number of different tools in our selection process. As you go through our selection process, you will be exposed to some or all of the following selection tools:

Employment Application - All sections must be completed and the information must be written legibly. Resumes cannot be accepted as a substitute for any required information. The application must be signed and dated.

The Employment Application allows Alta Vista to determine your qualifications and experience. By signing this application, you authorize Alta Vista to verify the information provided on the application. Falsification of information on the application, or failure to provide accurate information, can result in disqualification for employment, or termination if discovered after hire.

Department of Motor Vehicles (DMV) Check - Since you will be driving vehicles provided by Alta Vista, or driving your vehicle as part of your job function for Alta Vista, we are requesting that you provide a copy of your DMV record along with your completed Employment Application.

Employment Interviews - Several personal, telephone, or video conferencing interviews may be conducted with you in order to provide more detailed information regarding your background and qualifications.

Employment Eligibility Verification - This information is required by the U.S. Department of Justice and Immigration and Naturalization Service. It is used to verify your identity and your right to work in the United States.

Test For Substance Abuse - This is a urinalysis test for abusive levels of any chemical substance.

Reference Check - Former employers and education references are verified prior to an offer of employment.

Records Check - Verifications of information are conducted with the Social Security Administration, criminal courts, state and county repositories of criminal records, Department of Motor Vehicles, and credit bureaus.

Residential Inspection Service, Inc. (d.b.a. Alta Vista Inspection Services) is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, nation origin, marital status, ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability.

Alta Vista Inspection Services is a registered trade name of Residential Inspection Service, Inc.

PERSONAL

Last Name		First	Initial	Social Security #
Other Name(s) Used				Home Telephone # ()
Address				Business or Message # ()
Position Applied For		Referred By		Salary Desired
Have you ever interviewed with the Company or its affiliates before? Yes No			If yes, list date(s), job title(s) & location(s)	
Have you ever been employed by the Company or its affiliates before? Yes No			If yes, list date(s), job title(s) & location(s)	
Do you have any relatives employed by the Company or its affiliates? Yes No			If yes, list date(s), job title(s) & location(s)	
Are you at least 18 years old? Yes No			If under 18, state date you will turn 18	

EDUCATION

Circle Highest Grade Completed:	High School	9	10	11	12	What was your overall GPA?	/4.0
	College, Trade or Business	1	2	3	4	What was your overall GPA?	/4.0
	Graduate Studies	_____				What was your overall GPA?	/4.0
School	Address	Major Studies			Degree, Diploma, License or Certificate		
High School							
College/University							
Vocational, Business, Other							
Are you a certified Member of ASHI? Y N Are you a C2 Candidate of ASHI? Y N Are you a Candidate of ASHI? Y N Have you taken and passed the National Home Inspectors Examination? Y N List Any Other Professional Designations							
Other Special Knowledge, Skills or Qualifications							
Do you type? Yes No If yes, WPM: Do you have ready access to email? Yes No Do you have ready access to FAX? Yes No Computer Skills (Hardware/Software)							

EMPLOYMENT HISTORY

List all employments for the past 10 years, starting with the most recent position. All information **must** be completed. You may attach a resume, but not in place of completing the required information.

Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

Employed From / /	Employer Name	Supervisor Name	Starting Salary
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary
Job Title		Reason for Leaving	
Duties & Responsibilities			

GENERAL

Yes No

- May we contact your current employer for references?
- If hired, will you be able to work overtime?
- Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodation?
- Have you ever been convicted of a felony or misdemeanor, including minor traffic offenses that would be considered minor misdemeanors, which have not been annulled, expunged or sealed by court? (A "yes" response does not automatically disqualify your application.) If yes, please state the nature, date and place of the offense and disposition of the case:

CERTIFICATION & AUTHORIZATION

The above information is true and correct. I understand that, in the event of my employment by Residential Inspection Service, Inc., I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery.

I authorize Residential Inspection Service, Inc., to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. I hereby give my consent to any former employer to provide employment-related information about me to Residential Inspection Service, Inc., and will hold the Residential Inspection Service, Inc., and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I further authorize Residential Inspection Service, Inc. to obtain any credit and consumer check.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with Residential Inspection Service, Inc., is intended to create an employment contract between myself and Residential Inspection Service, Inc., under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired, my employment will be terminable at will and may be terminated by me or Residential Inspection Service, Inc. at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

If employed, I will be required to provide original documents, which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided will be used for completion of Form I-9.

I hereby acknowledge that I have read and agree to the above statements.

Signature

Date