



# Morgan Miller Plumbing

13911 Norby Rd  
Grandview, MO 64030  
Phone: (816) 765-4843  
(913) 642-8440  
Fax: 816-761-4987

# Employment Application

An equal opportunity and affirmative action employer

## Personal Information

Last Name | First Name | Middle Initial | Date

Home Phone | Business Phone | E-mail Address

Permanent Address | City | State | ZIP Code

Previous Address (If at current address less than 5 years) | Social Security Number | Driver's License Number/State

If you are not a citizen of the United States, are you eligible to work in the U.S. and would you be able to provide the necessary documents of proof of the legal right to work upon hire?  Yes  No

Instructions for answering the following question regarding your criminal record history:

Do not respond "yes" concerning the following: arrests or detentions that did not result in conviction; referrals to, and participation in, any pretrial or post-trial diversion program; marijuana-related convictions more than two years old; convictions for which the record has been judicially ordered sealed, expunged, or statutorily eradicated; convictions that occurred more than ten (10) years ago; misdemeanor convictions for which probation has been successfully completed or otherwise discharged and the case has been judicially dismissed; and first convictions for misdemeanors of drunkenness, simple assault, speeding, minor traffic violations, or disturbances of the peace or misdemeanor convictions where five (5) or more years have elapsed between the application date and the date of conviction or completion of incarceration, whichever is later.

Have you ever been convicted of a crime?  Yes  No

If YES, what was (were) the offense(s)?

Date(s) and place(s) of conviction A CONVICTION RECORD WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. Factors such as age at the time of the offense, type of offense and relevance to the job for which you are applying, seriousness and nature of the offense, and rehabilitation will be taken into account.

How did you hear about this career opportunity?  Our website  Other website (specify below)  Advertisement (specify below)  Agency (specify below)  Self  Employee Referral (specify below)  Other (specify below)

Name of Referral Source

Have you ever been employed by or contracted with Morgan Miller Plumbing?  Yes  No  Full-Time  Contractor  through  If so, when?

What position did you hold?

## Employment Interest

Position Desired | Salary Desired | Date Available

Have you interviewed for another position at Morgan Miller Plumbing?  Yes  No  If so, when?

## Education and Training

Indicate last level completed: High School  College or University  Graduate School

Name of High School, Technical School, and College	City, State	Major	Degree	Month/Year of Degree

Additional education, vocational, professional, military, or other information you feel may be helpful to us in considering your application:

# Employment History

Please list most recent employer first

Company Name		Street Address	
City	State	ZIP Code	May we contact your future employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Job Title		Ending Job Title	
Supervisor's Name and Title			Phone
Reason for leaving		Dates of Employment	
Job Duties		From (mo/yr)	To (mo/yr)
		Starting rate of pay (\$)	

Company Name		Street Address	
City	State	ZIP Code	May we contact your future employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Job Title		Ending Job Title	
Supervisor's Name and Title			Phone
Reason for leaving		Dates of Employment	
Job Duties		From (mo/yr)	To (mo/yr)
		Starting rate of pay (\$)	

Company Name		Street Address	
City	State	ZIP Code	May we contact your future employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Job Title		Ending Job Title	
Supervisor's Name and Title			Phone
Reason for leaving		Dates of Employment	
Job Duties		From (mo/yr)	To (mo/yr)
		Starting rate of pay (\$)	

## Business References: Please list at least one present or former manager

Name	Email Address	Phone	Business Relationship
1			
2			
3			

## Read Carefully and Sign

I certify that the information contained in this application is correct to the best of my knowledge, and I understand that any misstatement or omission of information is grounds for ending the hiring process of dismissal. I authorize verification of information provided on this application; and authorize the references listed above to give you all pertinent information concerning my previous employment; and release all parties from all liability for any damage that may result from furnishing same to Morgan Miller Plumbing. In consideration of my employment, I agree to conform to the rules and regulations of Morgan Miller Plumbing. I further agree that either I or the company may terminate my employment with or without cause and with or without prior notice, at any time. Finally, I understand that no representative of the company other than the Executive Officer has the authority to enter into any agreement for employment for any specified period of time, or to otherwise alter the foregoing.

Signature	Date
-----------	------



## Disclosure and Authorization for Release of Information

---

Prior to making an offer of employment, we may obtain consumer reports and/or prepare an investigative consumer report for purposes of employment and/or for the purpose of determining whether you are insurable under our automobile liability policy. The investigative consumer report may consist of contacting all listed prior employers to verify your employment history. It may also include, but not be limited to, credit information reports, criminal history reports and driving history records. Under the provisions of the Fair Credit Reporting Act (15 USC at 1681-1681u) as amended, before we can seek such reports, we must have your written permission to obtain the information. You have the right, upon written request, to a complete and accurate disclosure of the nature and scope of the investigation. You are also entitled to a copy of your Consumer Rights under the Fair Credit Reporting Act.

## Authorization and Release to Obtain Information

---

Under the provisions of the Fair Credit Reporting Act, 15 USC, Section 1681 et seq., the Americans with Disabilities Act and all applicable federal, state, and local laws, I hereby authorize and permit Morgan Miller Services, Inc., and/or its agent, CBIZ Insurance Services, to obtain a consumer report and/or an investigative consumer report which may include the following:

1. My employment records;
2. Records concerning any driving, criminal history, credit history, civil record, workers' compensation (post-offer only) and drug testing;
3. (For truck drivers only) In accordance with the Department of Transportation Motor Carrier Safety Regulations, Section 382.413, information concerning alcohol and controlled substances for the past 2 years;
4. Verification of my academic and/or professional credentials; and information and/or copies of documents from any military service records.

I understand that an "investigative consumer report" may include information as to my character, general reputation, personal characteristics, and mode of living which may be obtained by interviews with individuals with whom I am acquainted or who may have knowledge concerning any such items of information. I agree that a copy of this authorization has the same effect as an original. I hereby release and hold harmless any person, firm, or entity that discloses matters in accordance with this authorization, from liability that might otherwise result from the request for use of and/or disclosure of any or all of the foregoing information. I understand and acknowledge that under provision of the Fair Credit Reporting Act I may request a copy of any consumer report from the consumer reporting agency that compiled the report, after I have provided proper identification. I hereby authorize the parties named above to obtain a consumer report and/or prepare an investigative consumer report as set forth above, as part of its investigation of my employment application.

---

\_\_\_\_\_  
Full Name (please print clearly)

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Driver's License #

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Issuing State

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Disclosure and Authorization for Release of Information

---

Prior to making an offer of employment, we may obtain consumer reports and/or prepare an investigative consumer report for purposes of employment and/or for the purpose of determining whether you are insurable under our automobile liability policy. The investigative consumer report may consist of contacting all listed prior employers to verify your employment history. It may also include, but not be limited to, credit information reports, criminal history reports and driving history records. Under the provisions of the Fair Credit Reporting Act (15 USC at 1681-1681u) as amended, before we can seek such reports, we must have your written permission to obtain the information. You have the right, upon written request, to a complete and accurate disclosure of the nature and scope of the investigation. You are also entitled to a copy of your Consumer Rights under the Fair Credit Reporting Act.

## Authorization and Release to Obtain Information

---

Under the provisions of the Fair Credit Reporting Act, 15 USC, Section 1681 et seq., the Americans with Disabilities Act and all applicable federal, state, and local laws, I hereby authorize and permit Morgan Miller Services, Inc., and/or its agent, CBIZ Insurance Services, to obtain a consumer report and/or an investigative consumer report which may include the following:

1. My employment records;
2. Records concerning any driving, criminal history, credit history, civil record, workers' compensation (post-offer only) and drug testing;
3. (For truck drivers only) In accordance with the Department of Transportation Motor Carrier Safety Regulations, Section 382.413, information concerning alcohol and controlled substances for the past 2 years;
4. Verification of my academic and/or professional credentials; and information and/or copies of documents from any military service records.

I understand that an "investigative consumer report" may include information as to my character, general reputation, personal characteristics, and mode of living which may be obtained by interviews with individuals with whom I am acquainted or who may have knowledge concerning any such items of information. I agree that a copy of this authorization has the same effect as an original. I hereby release and hold harmless any person, firm, or entity that discloses matters in accordance with this authorization, from liability that might otherwise result from the request for use of and/or disclosure of any or all of the foregoing information. I understand and acknowledge that under provision of the Fair Credit Reporting Act I may request a copy of any consumer report from the consumer reporting agency that compiled the report, after I have provided proper identification. I hereby authorize the parties named above to obtain a consumer report and/or prepare an investigative consumer report as set forth above, as part of its investigation of my employment application.

---

\_\_\_\_\_  
Full Name (please print clearly)

\_\_\_\_\_  
Social Security Number                      Driver's License #

\_\_\_\_\_  
Date of Birth                                      Issuing State

\_\_\_\_\_  
Signature    Date