



Application for Employment
(Please Print Plainly)



Retail / Outside Service Technicians

PRE-EMPLOYMENT AGREEMENT:

- 1.00 Applicant hereby certifies the following information on this application is true and correct. Applicant agrees if any information is found to be false, including any omissions, will be grounds for dismissal without notice.
2.00 Applicant hereby authorizes Comlock Security Group, Inc. to make a thorough investigation of my entire work history, authorizes such investigation and releases from liability this company and any person giving or receiving any such information.
3.00 Should applicant become an employee of Comlock Security Group, Inc., applicant understands that employment will be for no definite term such that applicant will enjoy the right to terminate employment at any time for any reason. Further, applicant understands that the company has the same right. This status can only be modified in writing by both the applicant and the President of the company.
4.00 Applicant further acknowledges that if hired s/he is expected to abide by all company rules and regulations, written or unwritten, promulgated by the company, manager or supervisor, but that such rules and regulations do not create a contract between the applicant and the company or otherwise restrict the right of either me or the company to terminate the employment relationship. It is understood that these rules and regulations may be subject to change at any time. Applicant also understands and agrees any handbook which is read and is available to review will not constitute an employment contract, but will be a statement of the company's current policies.

Applicant's Name Date Interviewer's Name Date

ESSENTIAL JOB FUNCTIONS FOR SECURITY TECHNICIAN

As a security technician with Comlock Security Group, Inc., your duties may vary depending on your particular position. However, the following essential job functions will apply to some degree whether you work in a store or outside service environment:

- 1.00 GOOD ATTENDANCE: Due to the nature of our work, each person plays a critical role in their daily activities. When a person is absent or late, it can create a hardship for their team members and a negative customer service situation. For these reasons, maintaining yourself in good health is very important. Frequent tardiness and/or absences will not be tolerated.
2.00 GOOD VISION: Many activities require working with very small parts. Good vision with or without corrective lenses is essential. Driving is also an essential to job performance when in the field. Being able to drive with the proper vision is imperative. You must also maintain a clear driving record as reported by the DMV.
3.00 LIFTING ESSENTIALS: Picking up tools, tool boxes and products and carrying them to another specified location. These items can weigh upwards of thirty (30) to fifty (50) pounds. Heavier Items can be lifted with assistance by another and/or mechanical means. Other heavy lifting may be required on an infrequent basis. Prior knowledge of lifting limitations and preplanning of alternative actions need to be addressed in advance to avoid potential injuries during employment.
4.00 BODY MOVEMENT: Lock work is performed at many levels. Reaching above the head is essential for work on door headers and larger gate openings. Stooping or crouching is also required to perform work at thresholds and lower door styles. Kneeling is also required when performing work on devises such as in the floor safes and other items at floor level.

I hereby understand these job essentials and affirm I am able to perform in accordance with those job essentials.

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Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

**Personal**

Position Applied For \_\_\_\_\_ Date \_\_\_\_\_

Referral Source: Advertisement \_\_\_ Friend/Relative \_\_\_ Walk-in \_\_\_ Employment Agency \_\_\_ Other \_\_\_

Name \_\_\_\_\_ Social Security No. \_\_\_\_ / \_\_\_\_ / \_\_\_\_

                    Last                      First                      Middle                      Phone Number (\_\_\_\_) \_\_\_\_\_

Present Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Are you legally eligible for employment in the U.S.A.? \_\_\_ State age if under 18 or over 70 years of age \_\_\_

Method of Transportation used for work \_\_\_\_\_ Date available to start work \_\_\_\_\_

Are you on a lay-off and subject to recall? \_\_\_\_\_

Have you been convicted of a felony within the last 7 years? No \_\_\_ Yes \_\_\_

If yes, please explain: \_\_\_\_\_

Are there any other experiences, skills, or qualifications which you feel would especially fit you for work with our organization: \_\_\_\_\_

**Record of Education**

School	Name & Address	Course of Study	Last Year Completed	Did you Graduate	List Diploma
High			1 2 3 4	Yes___ No___	
College			1 2 3 4	Yes___ No___	

**Personal References**

(Not Former Employers or Relatives)

Name and Occupation	Address	Phone Number

Continue on Next Page

