

About this Application Thank you for your interest in being considered for a position with Momentum Search Partners LLC or their clients (Momentum Search Partners LLC is referred herein and in other employment documents as “Momentum”). Like many employers, the Company requires that you complete an application in order to be eligible for employment. **Please answer all questions on this application. DO NOT indicate “See Resume.”** We request (but do not require) your SSN to more easily verify educational history and licensure status.

Momentum is an equal opportunity employer. It is the policy of the Company to provide EEO to all employees and applicants for employment and not to discriminate on any basis prohibited by law; including race, color, sex, age, religion, national origin, disability, sexual orientation or veteran status. We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. It is also the Company’s policy not to discriminate by denying employment opportunities to a person because of marriage to, or association with, an individual of a particular race, religion, national origin, or an individual with a disability. No question on this application is used for the purpose of limiting or excluding any applicant’s consideration for employment on any basis prohibited by local, state, or federal law.

PERSONAL INFORMATION

Last Name:		First Name:		Middle Name:	
Social Security Number (optional):					
Street Address/Apt #:					
City:		State:		Zip:	
Home Phone:		Work Phone:		Cell Phone:	
Emergency Contact (Name and Number):					

Have you ever used another name? If yes, please provide: _____

If hired, can you present proof of your legal right to work in the U.S.? Yes No

POSITION INFORMATION

How did you learn about the company?

- Referred by: _____ Google Website Online Job Board
 Trade Journal _____ Craigslist Other: _____

Have you ever filed an application with us before? Yes No If yes, give date/city: _____

Have you ever been employed with us before? Yes No If yes, give date/city: _____

Specify Position Requested: _____ Date Available: _____

Type of position sought: FT Salary FT Hourly PT Hourly Hours requested _____

Compensation requested: \$ _____ (per hour) / \$ _____ (salary)

REFERENCES

May we contact your current employer? Yes No NA

Please provide three professional references:

Name	Title	Company	Relationship	Phone/Email

ADDITIONAL INFORMATION

Computer Skills: Indicate any computer program, software and/or database experience.

Program	Basic knowledge	Working knowledge	Very proficient
1.			
2.			
3.			
4.			

If required for the job you are seeking, do you type? Yes No Approximate WPM _____

Are you currently admitted to a Bar? Yes No If yes, list state(s)/division(s): _____

Please list any professional certifications or licenses you have ever held, other than a State Bar license:

Have you ever been subject to a disciplinary proceeding or inquiry regarding any of the certifications or licenses listed above, or is one pending now? Yes No

If yes, please describe: _____

Do you carry E&O insurance? Yes No If yes, please indicate carrier and coverage level:

CERTIFICATION AUTHORIZATION AND RELEASE

I hereby certify that all of the facts and information listed on this employment application are true and complete. I understand that any false, incomplete or misleading information given by me on this application is sufficient cause for rejection of this application. I also understand and agree that any such false, incomplete, or misleading information discovered on this application at any time after I am employed may result in my dismissal. I will update Momentum regarding any change to my Bar status and any disciplinary proceedings that may be brought against me.

I hereby authorize Momentum Search Partners (Momentum) to investigate all facts and information provided in this application and to interview or make inquiries of the references, educational institutions, licensing bodies, and previous employers listed in this application or identified by me. I authorize the references, educational institutions, licensing bodies, and previous employers listed to give Momentum all facts, opinions and evaluations concerning my previous employment and any other information they may have, personal or otherwise, and release all such parties from any liability which may allegedly arise from furnishing such information to Momentum, including, but not limited to, any liability for defamation or invasion of privacy.

I further consent to Momentum providing information obtained from my references, educational institutions, licensing bodies, and previous employers to potential employers on my behalf, and release Momentum from any liability which may arise from furnishing such information to potential employers, including, but not limited to, any liability for defamation or invasion of privacy.

If I am offered employment, I understand that such an offer may be conditioned upon satisfactory results of a background investigation and/or medical examination, including a drug screen test. I further understand and voluntarily agree as a condition of employment or my continued employment, that my failure to take such test(s) when requested to do so or unsatisfactory test results will disqualify me from consideration for employment, or if I am then employed, may result in my immediate dismissal. I further understand that my employment and compensation can be terminated, with or without cause or notice, at any time, at the option of either Momentum or myself.

I understand that Momentum has not made, does not make and cannot make any express or implied promise or guarantee regarding the type or quality of work that I may receive. In addition, as promises regarding the duration of any assignment can never be made, any past or future reference in advertisements or otherwise to "permanent", "perm" or similar job descriptions should not in any way be construed as a promise or guarantee by Momentum to me regarding a job's duration.

Momentum shall have the right to include a description and/or summary of my background and qualifications in its promotional material (such as brochures and mailings) provided that I have not instructed Momentum in writing to the contrary and am not identified by name in such materials.

I understand that if I am ever offered an assignment by Momentum, it is my responsibility to contact Momentum when my assignment ends in order to receive another assignment. I also understand that if I fail to contact Momentum at the end of any assignment for another assignment, I may be considered to have voluntarily quit my employment, without good cause, with Momentum. Furthermore, I understand that my failure to contact Momentum for another assignment at the end of any assignment may cause me to forfeit unemployment benefits, if any.

I understand that Momentum generally enters into separate agreements with each of its clients and that these agreements, among other things, typically restrict such clients from directly or indirectly employing or retaining a person to whom they have been introduced by Momentum, unless and until either an agreed upon fee is paid to Momentum, or a period of time up to (12) months has passed since such person last worked for the client or was referred to the client. I agree not to independently contact, accept employment with, or establish any other type of employment or work- referral relationship with any client whose name (or information sufficient for a reasonable person to determine such identity) has been revealed to me or to whom I have been referred by Momentum within the (12) month period immediately following any referral or placement through Momentum. I also agree that if independently contacted by a client to whom I have been previously referred by Momentum within the (12) month period, I will immediately notify Momentum.

I understand and agree that prior to any assignment I will be provided a copy of Momentum's Policies and Guidelines and that acceptance of such assignments shall constitute my agreement to comply with the contents contained therein and that my failure to adhere to such policies and guidelines may result in termination of assignment and employment with Momentum.

I certify that I have read, understand and agree to the above.

Signature

Print Name

Date