

Beaufort EMS, Inc.

PO Box 950 683 West Beaufort Road Beaufort, NC

Business phone: (252) 728-3255 Fax: (252) 728-4887

“This institution is an equal opportunity provider”

Application for Employment

I. Personal Information

Date: _____

Name: _____

Address: (Mailing) _____

(Street) _____

Telephone (Cell) _____ (Home) _____

Email address: _____

Date of Birth: _____

Driver's License: State & Number: _____

Endorsements/Restrictions: _____

Emergency contact information:

Name: _____ Relationship: _____ Phone: _____

II. Availability

When are you available to begin employment? _____

Type of employment desired: Full-time _____ PRN _____

Position applied for: _____

III. Certifications

Current Level of Certification: _____

Additional Certifications: _____

Experience in the above field: (Specify Paid or Volunteer) _____

IV. References (not related to you)

- 1) Name: _____
Address: _____

Phone: _____
- 2) Name: _____
Address: _____

Phone: _____
- 3) Name: _____
Address: _____

Phone: _____

V. Work Data

- 1) Current Employer: _____
Address: _____
Phone: _____
Job Title: _____ Full or Part Time? _____
Date employed: _____ Date Separated: _____
Job Duties: _____
Number supervised by you: _____ May we contact your current employer? _____
Current Supervisor: _____
- 2) Past Employer: _____
Address: _____
Phone: _____
Job Title: _____ Full or Part Time? _____
Date employed: _____ Date Separated: _____
Job Duties: _____
Number supervised by you: _____ May we contact your former employer? _____
Former Supervisor: _____
Reason for leaving: _____

3) Past Employer: _____
Address: _____
Phone: _____
Job Title: _____ Full or Part Time? _____
Date employed: _____ Date Separated: _____
Job Duties: _____
Number supervised by you: _____ May we contact your former employer? _____
Former Supervisor: _____
Reason for leaving: _____

VI. Schools Attended

1) College: _____
Address: _____
Year Graduated: _____
Degree(s) earned: _____
2) High School: _____
Address: _____
Year Graduated: _____
3) Please list all other schools attended along with years of completion:
A) _____
B) _____
C) _____
D) _____

VII. Please list all current certifications or additional "special" training not previously listed:

1) _____
2) _____
3) _____
4) _____

VIII. Are you able to fulfill the physical requirements of the position applied for, including but not limited to shared lifting, up to 200 pounds? Yes _____ No _____

If no, please explain: _____

Have you at any time been arrested? Yes _____ No _____

If yes, please explain: _____

Have you at any time been convicted of a felony? Yes _____ No _____

If yes, please explain: _____

Have you at any time been convicted of, treated for or do you now have a drug or alcohol related problem? Yes _____ No _____

If yes, please explain: _____

Are you willing to take a drug and alcohol screening test? Yes _____ No _____

IX. Remarks

X. For this application to be considered complete, the following information must be provided when the application is submitted. Please submit all parts of the application at one time.

- 1) Photocopy of NC Driver's License
- 2) Photocopy of Social Security Card
- 3) Photocopy of original NC EMS Certification (Original must be available for verification)
- 4) Copy of college transcript showing all EMS related training during the past two years. If transcript is not available, training records from past provider(s), signed by training officer.

I do hereby attest that all information is correct to the best of my knowledge and except where may be noted above do hereby authorize Beaufort Emergency Medical Services, Inc. to verify and check any information stated above.

Signature of Applicant: _____

Date: _____

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

I do hereby attest that all information is correct to the best of my knowledge and that **Beaufort EMS, Inc.** (“the Company”) may obtain information about me from a third-party consumer reporting agency for employment purposes. Thus, I may be the subject of a “consumer report” which may include information about my character, general reputation, personal characteristics, and/or mode of living. These reports may contain information regarding my credit history, criminal history, social security verification, motor vehicle records (“driving records”), verification of my education or employment history, or other background checks.

I have the right, upon written request made within a reasonable time, to request whether a consumer report has been run about me and to request a copy of my report. These searches will be conducted by:

CastleBranch Corporation, 1844 Sir Tyler Drive, Wilmington, NC 28405, 888-723-4263, www.castlebranch.com.

Signature: _____ Date: _____

BACKGROUND INFORMATION

Last Name	_____	First	_____	Middle	_____
Other Names/Alias	_____				
Social Security* #	_____	Date of Birth*	_____		
Driver’s License #	_____	State of Driver’s License**	_____		
Present Address	_____		Phone Number	_____	
City/State/Zip	_____				

*This information will be used for background screening purposes only and will not be used as hiring criteria.

ACKNOWLEDGMENT AND AUTHORIZATION FOR BACKGROUND INVESTIGATION

I acknowledge receipt of the separate documents entitled DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT, and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” by **Beaufort EMS, Inc.** (“Company”) at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by

CastleBranch Corporation, 1844 Sir Tyler Drive, Wilmington, NC 28405, 888-723-4263, www.castlebranch.com.

I understand that a “consumer report” may consist of my driving history (“MVR”) from a state motor vehicle records agency or Department of Motor Vehicles, and authorize the Company to obtain my MVR(s), which may contain personal information about me, such as my photograph, social security number, driver identification number, name, address, telephone number, and medical or disability information.

Signature: _____ Date: _____

Para información en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete, or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- The following FCRA right applies with respect to nationwide consumer reporting agencies:

CONSUMERS HAVE THE RIGHT TO OBTAIN A SECURITY FREEZE

You have a right to place a “security freeze” on your credit report, which will prohibit a consumer reporting agency from releasing information in your credit report without your express authorization. The security freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a security freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit.

As an alternative to a security freeze, you have the right to place an initial or extended fraud alert on your credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting 7 years.

A security freeze does not apply to a person or entity, or its affiliates, or collection agencies acting on behalf of the person or entity, with which you have an existing account that requests information in your credit report for the purposes of reviewing or collecting the account. Reviewing the account includes activities related to account maintenance, monitoring, credit line increases, and account upgrades and enhancements.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:

TYPE OF BUSINESS:	CONTACT:
<p>1. a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates</p> <p>b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:</p>	<p>a. Consumer Financial Protection Bureau 1700 G Street, N.W. Washington, DC 20552</p> <p>b. Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center P.O. Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Financial Protection (OCFP) Division of Consumer Compliance Policy and Outreach 1775 Duke Street Alexandria, VA 22314</p>
<p>3. Air carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington, DC 20590</p>
<p>4. Creditors Subject to the Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington, DC 20423</p>
<p>5. Creditors Subject to the Packers and Stockyards Act, 1921</p>	<p>Nearest Packers and Stockyards Administration area supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United States Small Business Administration 409 Third Street, S.W., Suite 8200 Washington, DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street, N.E. Washington, DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean, VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>Federal Trade Commission Consumer Response Center 600 Pennsylvania Avenue, N.W. Washington, DC 20580 (877) 382-4357</p>