

EMPLOYMENT APPLICATION
(AN EQUAL OPPORTUNITY EMPLOYER)

(Please Print)

Date: _____

Name: _____

Last

First

Middle

Telephone #: (_____) _____ Social Security #: _____

Present

Address: _____

Street/Number

City

State

Zip Code

Permanent Address within the United States (if different from present address):

Street/Number

City

State

Zip Code

EMPLOYMENT DESIRED:

Position you are applying for: _____

Are you applying for:

- Regular full-time work? Yes _____ No _____
- Regular part-time work? Yes _____ No _____
- Temporary work (e.g., summer or holiday work)? Yes _____ No _____

What days and hours are you available to work? _____

If applying for temporary work, list the time period will you be available? From: _____

To: _____

During peak work periods overtime hours and Saturday work may be required. Does this present a problem?

Yes _____ No _____. If yes, please explain: _____

If hired, on what date can you start work? _____ Annual Salary desired: _____

PERSONAL INFORMATION:

Have you ever applied to or worked for a CPA firm? Yes _____ No _____

If yes, for whom and when? _____

Why are you applying for work at this Company? _____

Are you between the ages of 18 and 70? Yes _____ No _____ (If under 18, hire is subject to verification that you are of minimum legal age.)

ECS Financial Services, Inc.

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country?

Yes _____ No _____

Do you have daily access to a vehicle and carry automobile insurance? Yes _____ No _____

Do you smoke tobacco products? Yes _____ No _____

Do you have any physical or mental conditions which may impair your ability to perform the duties of the position(s) for which you are applying? Yes _____ No _____

If yes, describe the conditions and nature of your work limitations: _____

(NOTE: Employment may be subject to passing a physical examination).

Have you ever been convicted of any crime, other than minor traffic violations? Yes _____ No _____

If yes, state nature of the crime(s), when and where convicted and disposition of the case:

(NOTE: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered).

EDUCATION, TRAINING AND EXPERIENCE

| School | Name and Address | No. of Years Completed | Did you Graduate? | Degree or Diploma |
|----------------------|-------------------------|-------------------------------|--------------------------|--------------------------|
| High School | | | Yes _____ No _____ | |
| College/ University | | | Yes _____ No _____ | |
| Vocational/ Business | | | Yes _____ No _____ | |

Please list all computer programs you are familiar with: _____

Describe in detail any other experience, training, qualifications or skills which you feel make you especially suited for employment at this Company: _____

ECS Financial Services, Inc.

Have you ever received any awards or honors and were you involved in any extracurricular activities during high school, college or thereafter?

EMPLOYMENT HISTORY

(List below all present and past employment, starting with your most recent employer).

1. Name of Employer: _____
Address: _____
Street/Number City State Zip Code
Type of Business: _____
Telephone No.: () _____ Supervisor's Name: _____
Describe your position and responsibilities: _____

Dates Employed: From _____ To _____
Annual Salary: Starting _____ Ending _____
Reason for leaving: _____

2. Name of Employer: _____
Address: _____
Street/Number City State Zip Code
Type of Business: _____
Telephone No.: () _____ Supervisor's Name: _____
Describe your position and responsibilities: _____

Dates Employed: From _____ To _____
Annual Salary: Starting _____ Ending _____
Reason for leaving: _____

ECS Financial Services, Inc.

PLEASE READ AND SIGN BELOW:

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. ***I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.***

I hereby authorize Edwin C. Sigel, Ltd., its agents and assigns (the Company) to thoroughly investigate my references, work record, education and other matters related to my suitability for employment, and further authorize my former employers to disclose to the Company any and all letters, reports and other information related to my work record without giving me prior notice of such disclosure. I understand that the information supplied by me can be utilized in conducting a background investigation which may include, but not be limited to, a consumer credit report, criminal history search, driving record history, education verification and/or professional license verification, and verification of any information provided on this employment application form. My signature below denotes my permission to request such reports. In addition, I hereby release the Company, its agents or assigns, my former employers, and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such an investigation or disclosure.

I agree that my employment may be terminated by the Company at any time without liability for wages or salary except such as may have been earned at the date of such termination. If requested by the management at any time, I agree to submit to a search of my person or work area that may be assigned to me, and hereby waive all claims for damages on account of such examination. I understand and agree that I may be required to take a physical examination (including drug screening), at Company expense, at any time to determine my ability to perform the duties of a job I am being considered for prior to employment or in the future during my employment with the Company.

I understand that nothing contained in the application or conveyed during my interview which may be granted is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company, and that no promises or representations contrary to the foregoing are binding on the Company unless made in writing and signed by me and an authorized officer of the Company.

X _____
Signature of Applicant

Date