

## Candidate Profile

\* Optional Information

### PERSONAL

NAME	*SOCIAL SECURITY NUMBER	TODAY'S DATE
STREET ADDRESS	HOME PHONE	CELL PHONE
CITY ST ZIPCODE	EMAIL	
EMERGENCY CONTACT NAME	EMERGENCY CONTACT PHONE	RELATIONSHIP
*SPOUSE NAME	*SPOUSE EMPLOYER	*SPOUSE BUSINESS PHONE
POSITION DESIRED (FIRST CHOICE)	POSITION DESIRED (SECOND CHOICE)	
GEOGRAPHICAL PREFERENCE?	SALARY DESIRED	LEAST ACCEPTABLE SALARY
HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF SO, WHEN?	WHAT WAS THE DISPOSITION?
ARE YOU BOUND BY A NON-COMPETE? <input type="checkbox"/> YES <input type="checkbox"/> NO	DO YOU HAVE A LEGAL RIGHT TO WORK IN THE UNITED STATES? <input type="checkbox"/> YES, US CITIZEN/PERMANENT RESIDENT <input type="checkbox"/> VISA <input type="checkbox"/> NO	
WHEN ARE YOU AVAILABLE FOR WORK?	HOW DID YOU HEAR ABOUT US?	YOUR CONSULTANT'S NAME?
WHEN ARE YOU AVAILABLE FOR INTERVIEWS WITH OTHER COMPANIES? (CIRCLE ONE OR MORE) <b>Best Days: M T W TH F Best times: Anytime Morning Lunchtime Afternoon After 5:00 p.m.</b>		

### MANAGEMENT/SUPERVISOR REFERENCES

NAME	RELATIONSHIP	POSITION HELD	WORK PHONE	HOME PHONE
1.				
2.				
3.				

### BUSINESS PEER REFERENCES

NAME	RELATIONSHIP	POSITION HELD	WORK PHONE	HOME PHONE
1.				
2.				
3.				

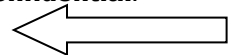
### SUBORDINATE REFERENCES

NAME	RELATIONSHIP	POSITION HELD	WORK PHONE	HOME PHONE
1.				
2.				
3.				

**Your signature below certifies (1) that everything you have written here is true and accurate to the best of your knowledge, and (2) you agree to keep all discussions with CEO Inc. and its clients confidential.**

X \_\_\_\_\_ DATE \_\_\_\_\_

PLEASE SIGN AND DATE ABOVE





## Authorization and Request Release for Reference Information

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I have applied for a position with CEO Inc. / Client Company(s) of CEO Inc. I authorize all of my current and former employers to provide reference information including my job performance, my work record and attendance, the reason(s) for my leaving, my eligibility for rehire and my suitability for the position I am now seeking. I encourage my current and former employers to provide complete responses to requests for information, including information, which is believed to be true but not documented.

I realize some information may be complementary and some may be critical.

I promise I will not bring any legal action against my current or former employer due to their responses to job reference requests. I recognize there is also a North Carolina statute, which provides my employers with certain protections from such claims.

I realize no one is required to give a reference, so I make this commitment to encourage the free exchange of reference information.

I signed this release voluntarily and was not required to do so as part of the application process.

Print Your Full Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_



**EMPLOYMENT HISTORY** (starting with present position)

1) COMPANY			COMPANY PRODUCTS			
CITY/STATE			NAME AND TITLE OF SUPERVISOR			
DATES EMPLOYED?		POSITION HIRED FOR?		TITLE OF LAST POSITION		YRS IN POSITION?
STARTING SALARY	PRESENT SALARY	NEXT RAISE?	REASON FOR CHANGE?			
2) COMPANY			COMPANY PRODUCTS			
CITY/STATE			NAME AND TITLE OF SUPERVISOR			
DATES EMPLOYED?		POSITION HIRED FOR?		TITLE OF LAST POSITION		YRS IN POSITION?
STARTING SALARY	ENDING SALARY		REASON FOR CHANGE?			
3) COMPANY			COMPANY PRODUCTS			
CITY/STATE			NAME AND TITLE OF SUPERVISOR			
DATES EMPLOYED?		POSITION HIRED FOR?		TITLE OF LAST POSITION		YRS IN POSITION?
STARTING SALARY	ENDING SALARY		REASON FOR CHANGE?			

**EDUCATION**

HIGH SCHOOL	CITY/STATE	YRS ATTENDED	GRAD DATE	DIPLOMA		GPA
COLLEGE	CITY/STATE	YRS ATTENDED	GRAD DATE	DEGREE	MAJOR	GPA
COLLEGE	CITY/STATE	YRS ATTENDED	GRAD DATE	DEGREE	MAJOR	GPA

**PLEASE LIST BELOW ANY COMPANIES WITH WHOM YOU HAVE ALREADY MADE CONTACT WITH REGARDING EMPLOYMENT**


Print Your Name: \_\_\_\_\_

Date: \_\_\_\_\_

### COLUMN 1: DIRECTIONS

On a Scale of 1 to 5  
(with 1 being a 'No' and 5 being a 'Yes'),  
darken the number which best describes:

#### THE WAY OTHERS EXPECT YOU TO ACT

- |                   |           |
|-------------------|-----------|
| 1. Diplomatic     | ① ② ③ ④ ⑤ |
| 2. Dynamic        | ① ② ③ ④ ⑤ |
| 3. Outstanding    | ① ② ③ ④ ⑤ |
| 4. Self-Assured   | ① ② ③ ④ ⑤ |
| 5. Daring         | ① ② ③ ④ ⑤ |
| 6. Cheerful       | ① ② ③ ④ ⑤ |
| 7. Congenial      | ① ② ③ ④ ⑤ |
| 8. Persistent     | ① ② ③ ④ ⑤ |
| 9. Popular        | ① ② ③ ④ ⑤ |
| 10. Reserved      | ① ② ③ ④ ⑤ |
| 11. Eager         | ① ② ③ ④ ⑤ |
| 12. Dominant      | ① ② ③ ④ ⑤ |
| 13. Brave         | ① ② ③ ④ ⑤ |
| 14. Convincing    | ① ② ③ ④ ⑤ |
| 15. Appealing     | ① ② ③ ④ ⑤ |
| 16. Serious       | ① ② ③ ④ ⑤ |
| 17. Agreeable     | ① ② ③ ④ ⑤ |
| 18. Wholesome     | ① ② ③ ④ ⑤ |
| 19. Gentle        | ① ② ③ ④ ⑤ |
| 20. Esteemed      | ① ② ③ ④ ⑤ |
| 21. Assertive     | ① ② ③ ④ ⑤ |
| 22. Competitive   | ① ② ③ ④ ⑤ |
| 23. Tolerant      | ① ② ③ ④ ⑤ |
| 24. Sympathetic   | ① ② ③ ④ ⑤ |
| 25. Charitable    | ① ② ③ ④ ⑤ |
| 26. Persevering   | ① ② ③ ④ ⑤ |
| 27. Responsive    | ① ② ③ ④ ⑤ |
| 28. Sophisticated | ① ② ③ ④ ⑤ |
| 29. Relaxed       | ① ② ③ ④ ⑤ |
| 30. Conventional  | ① ② ③ ④ ⑤ |
| 31. Neighborly    | ① ② ③ ④ ⑤ |
| 32. Polite        | ① ② ③ ④ ⑤ |

### COLUMN 2: DIRECTIONS

On a Scale of 1 to 5  
(with 1 being a 'No' and 5 being a 'Yes'),  
darken the number which best describes:

#### HOW YOU FEEL YOU REALLY ARE

- |                    |           |
|--------------------|-----------|
| 1. Thoughtful      | ① ② ③ ④ ⑤ |
| 2. Individualistic | ① ② ③ ④ ⑤ |
| 3. Fashionable     | ① ② ③ ④ ⑤ |
| 4. Unassuming      | ① ② ③ ④ ⑤ |
| 5. Aggressive      | ① ② ③ ④ ⑤ |
| 6. Earnest         | ① ② ③ ④ ⑤ |
| 7. Understanding   | ① ② ③ ④ ⑤ |
| 8. Spontaneous     | ① ② ③ ④ ⑤ |
| 9. Industrious     | ① ② ③ ④ ⑤ |
| 10. Careful        | ① ② ③ ④ ⑤ |
| 11. Talkative      | ① ② ③ ④ ⑤ |
| 12. Adventurous    | ① ② ③ ④ ⑤ |
| 13. Demanding      | ① ② ③ ④ ⑤ |
| 14. Attractive     | ① ② ③ ④ ⑤ |
| 15. Spirited       | ① ② ③ ④ ⑤ |
| 16. Good Natured   | ① ② ③ ④ ⑤ |
| 17. Compassionate  | ① ② ③ ④ ⑤ |
| 18. Calm           | ① ② ③ ④ ⑤ |
| 19. Kind Hearted   | ① ② ③ ④ ⑤ |
| 20. Persuasive     | ① ② ③ ④ ⑤ |
| 21. Fussy          | ① ② ③ ④ ⑤ |
| 22. Stick to it    | ① ② ③ ④ ⑤ |
| 23. Controlling    | ① ② ③ ④ ⑤ |
| 24. Nice           | ① ② ③ ④ ⑤ |
| 25. Adaptable      | ① ② ③ ④ ⑤ |
| 26. Selfish        | ① ② ③ ④ ⑤ |
| 27. Soft Hearted   | ① ② ③ ④ ⑤ |
| 28. Outgoing       | ① ② ③ ④ ⑤ |
| 29. Generous       | ① ② ③ ④ ⑤ |
| 30. Shy            | ① ② ③ ④ ⑤ |
| 31. Pleasant       | ① ② ③ ④ ⑤ |
| 32. Cultured       | ① ② ③ ④ ⑤ |