

LEAD IT EMPLOYMENT INFORMATION – BACKGROUND QUESTIONNAIRE

Please complete the following questions and sign the declaration. Any falsification or deliberate misrepresentation, including omission of a material fact or failure to complete any part of your application or this questionnaire can be grounds for denial of employment or continued employment with the Lead IT. ALL REQUIRED DOCUMENTATION REQUESTED BELOW MUST ACCOMPANY THIS FORM. ALL QUESTIONS MUST BE ANSWERED. IF ADDITIONAL SPACE IS NEEDED, ATTACH A SEPARATE SHEET OF PAPER.

SECTION I – PERSONAL INFORMATION (please print or type)

NAME: Please list all former names you have used when working for another employer or by which you are known to reference, if any:

SECTION II – PROFESSIONAL HISTORY

If you answer "yes" to questions 1 through 5, on a separate sheet of paper, give a complete explanation, including duties, circumstances, and any supporting documentation.

Yes No

- 1. Have you ever been dismissed, discharged or fired from any employment?
- 2. Have you ever resigned from or otherwise left any employment while allegations of misconduct on your part were pending or under investigation?
- 3. Have you ever been disciplined by a past or present employer because of allegations of misconduct.
- 4. Are you currently the subject of any investigation or inquiry by an employer because of allegations of misconduct or harassment on your part or have you ever been found to be guilty of misconduct or harassment by an employer?
- 5. Have you ever had a civil lawsuit filed against you of any kind (e.g., money owed, goods repossessed, eviction, etc.)?

SECTION III – CRIMINAL HISTORY

Yes No

- 1. Have you ever been arrested, charged or convicted of any crime or criminal offense? (Note: For the purpose of this question "convicted" includes (a) all instances in which a plea of guilty or nolo contendere is the basis of conviction, and (b) all proceedings in which a sentence has been suspended or deferred.) You need not list traffic violations for which a fine or forfeiture of less than \$250 was imposed.
- 2. A. Do you currently have any outstanding criminal charges or warrants of arrest pending against you in the United States of America?
- 3. Do you currently have any outstanding criminal charges or warrants of arrests pending against you in any other state, province, territory, and/or country?
- 4. Are you presently under investigation in any jurisdiction for possible criminal charges?

If you answered "yes" to questions 1 or 4 of (Section III), please provide the following:

- a. A detailed statement including what occurred, the nature of the offense, charge or warrant;
- b. The name and address of the arresting/investigating agency;
- c. The date of the arrest;
- d. The final disposition, if any;
- e. If a court was involved, the name and address of the court;
- f. The complete arrest report and sentence and judgment; and
- g. A complete driving abstract for five years if the arrest was driving related.

DECLARATION

I, _____ certify (or declare) under the penalty of perjury under the laws of the State of Illinois that the foregoing and all information included in the application is true and correct. If the information provided or answer (s) to any question on this Employee Information application change prior to my being hired, I understand that I must immediately notify Lead IT. I further authorize the release of any and all personal information to Lead IT by any third party and will hold said third parties harmless from the release of same.

I understand I must answer this application truthfully and completely. Any falsification or deliberate misrepresentation, including omission of a material fact, in completion of this application can be grounds for denial of employment or continued employment.

X _____
Signature

Date