

**Career History Form**

**SRO, llc and Source4Style**

*This information will not be the only basis for our hiring decisions, but will allow us to find out more about you prior to the interview process. You are not required to furnish any information that is prohibited by federal, state, or local law.*

<b>Last name:</b>	<b>First Name</b>	<b>Middle</b>		
<b>Home address</b>	<b>City</b>	<b>State</b>	<b>Zip code</b>	
<b>Area code/telephone</b>				
<b>Business address</b>	<b>City</b>	<b>State</b>	<b>Zip code</b>	<b>Area code/telephone</b>
<b>E-mail address</b>	<b>Mobile #</b>	<b>Date</b>		

Position applied for  
Earnings expected \$

**1. Business Experience: (Please start with your present or most recent position)**

Salary  
(Starting)

Salary  
(Final)

Name of immediate supervisor \_\_\_\_\_ Title \_\_\_\_\_  
What do (did) you like most about your job?

What do (did) you least enjoy?

Reasons for leaving or desiring to change:

**Check here if we can contact employer \_\_**

Name of immediate supervisor \_\_\_\_\_ Title \_\_\_\_\_  
What do (did) you like most about your job?

What do (did) you least enjoy?

Reasons for leaving or desiring to change:

Check here if we can contact employer \_\_

**2. Military Experience:** N/A

If in service, indicate branch \_\_\_\_\_

Date (mo/yr) entered \_\_\_\_\_ Date (mo/yr) discharged) \_\_\_\_\_

Nature of duties \_\_\_\_\_

Highest rank or grade \_\_\_\_\_ Terminal rank or grade \_\_\_\_\_

**3. Education**

High School 1 2 3 4 College/Graduate School 1 2 3 4 5 6 7 8 (Circle highest grade completed)

**High School**

Name of high school \_\_\_\_\_ Location \_\_\_\_\_

Approximate number in graduating class \_\_\_\_\_ Rank from the top \_\_\_\_\_

Final grade-point average \_\_\_\_\_

Extracurricular activities

Offices, honors, and awards

Part-time and summer work

College/Graduate School

Name/Location	From date	To date	Degree	Major	GPA	Total Credit Hrs	Activities

What undergraduate courses did you like the most? Why?

What undergraduate courses did you like least? Why?

How was your education financed?

Part-time and summer work:

Other courses, seminars, or studies

**4. Activities**

Membership in professional or job-relevant organizations (You may exclude groups that indicate race, color, religion, national origin, disability, or other protected status)

\_\_\_\_\_

Publications, patents, inventions, professional licenses, or additional special honors or awards

### 5. Career Needs

Do you live in New York City?

Will you be in New York City starting November 1, 2010?

If you will be in NYC on November 1, 2010 —how long do you plan on being here?

Willing to relocate? **Yes** \_\_\_ **No** \_\_\_\_\_ If no, explain

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Amount of overnight travel acceptable

What are your career objectives?

What do you hope to gain in this position?

What are you overall goals in life?

### 6. Other:

Do you have the legal right to work for an employer in the United States? **Yes** \_\_\_ **No** \_\_\_\_\_  
Would you be willing to arrange reference calls with supervisors you've had in the past decade, as a last step before a final job offer? **Yes** \_\_\_ **No** \_\_\_\_\_

**I certify that answers given in this Career History Form are true, accurate and complete to the best of my knowledge. I authorize investigation into all statements I have made on this Form as may be necessary for reaching an employment decision. I understand that I may be asked to arrange reference calls with managers I've worked for.**

**In the event I am employed or given an internship, I understand that any false or misleading information I knowingly provided in my Career History Form or interview(s) may result in discharge and/or legal action. I understand that if employed, I am required to abide by all rules and regulations of the employer and any special agreements reached between the employer and me**

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form in its completion to: [Lauren \(dot\) brant \(at\) groupsjr \(dot\) com](mailto:Lauren(dot)brant(at)groupsjr(dot)com)