

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Supervisor: _____ Title: _____

Supervisor's Phone #: _____ Email: _____

Last Position Held: _____

Date of Employment (month/year): From _____ to _____

Reason for separation, if no longer employed at this company:

Laid Off Resigned Fired

Other (explain in 100 words or less):

Please explain your position at this employer and what you did on a daily basis.

Please explain any issues at this employer regarding your involvement in sexual harassment, inappropriate actions, any disciplinary actions, theft, poor attendance or reasons for being fired or laid off.

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