



HIRE DATE: \_\_\_\_\_

## SECURITY OFFICER EMPLOYMENT APPLICATION

**Before** completing the Employment Application, **please read** the attached Employment Requirements (**pg. 5**) to ensure that you are qualified and meet the necessary criteria for the position.

### APPLICANT INFORMATION (Please print)

Date of Application:	
Full Legal Name:	
Any Other Names Known By:	
Residence Address:	
City / State / Zip (Postal):	
Cell Phone:	
Residence Phone:	
Email:	
Social Security Number:	
Position Applying For:	
Availability:	Daytime Days: _____ AM to _____ PM Evenings Days: _____ AM to _____ PM Overnight Days: _____ AM to _____ PM
In case of emergency please contact: Phone Relationship	

**EMPLOYMENT HISTORY**

<p><b>Employment Record for the past 3 years (starting with the current or most recent employer). For each position, provide the following:</b></p> <ul style="list-style-type: none"><li>● <b>start date and end date</b></li><li>● <b>name of company</b></li><li>● <b>position held</b></li><li>● <b>brief job description</b></li><li>● <b>contact name &amp; phone number</b></li><li>● <b>reason for leaving</b></li></ul>	

<p><b>Have you ever applied to or worked for PS Security Services before?</b></p>	<p>_____ Yes    _____ No                  If yes, give date(s) _____</p>
<p><b>Do you know anyone who currently works for PS Security Services</b></p>	<p>_____ Yes    _____ No                  If yes, state name and relationship of each person:</p>
<p><b>Why are you making this application to work for PS Security Services</b></p>	

**JOB REQUIREMENTS**

<p><b>Are you at least 18 years of age?</b></p>	<p>_____ Yes    _____ No</p>
<p><b>Do you own a reliable and insured vehicle?</b></p>	<p>_____ Yes    _____ No</p>
<p><b>Do you have a valid driver's license?</b></p>	<p>_____ Yes    _____ No</p>
<p><b>If hired, can you provide proof of your citizenship or proof of your legal right to live and work in this country?</b></p>	<p>_____ Yes    _____ No</p>
<p><b>Are you able to perform all job functions, either with or without reasonable accommodation?</b></p>	<p>_____ Yes    _____ No                  If no, describe functions that cannot be performed.                   (We will make all reasonable accommodation for applicants to perform essential functions. Hire may be subject to passing a medical examination and/or skill and agility tests.)</p>
<p><b>Have you ever been convicted of a criminal offense?</b></p>	<p>_____ Yes    _____ No                  If yes, state nature of crime, when and where convicted, and disposition of the case.                   (No application will be turned down solely on the grounds of an applicant's conviction of a criminal offense. The nature of the offense, date of offense, repeat violations, surrounding circumstances, and relevance to the position applied for will be considered.)</p>

**EDUCATION AND TRAINING**

<b>High School</b>	Name: Location: No. of years completed: Did you graduate? ____ Yes ____ No Year of graduation: Degree / diploma / certificate:
<b>College/University/Other Post-Secondary Education</b>	Name: Location: No. of years completed: Did you graduate? ____ Yes ____ No Year of graduation: Degree / diploma / certificate:
<b>Other Training &amp; Education Date, Organization granting,</b>	

**REFERENCES**

<b>Give names and phone numbers of at least 3 employment related and at least 1 personal reference, (including relationship to you)</b>	
<b>May we contact your present employer for a reference?</b>	

We are an equal opportunity employer, and we do not and will not discriminate on the basis of race, religion, national origin, sex, age, handicap, marital status, or otherwise. Information provided on this application will not be used for any discriminatory purpose, and is required solely for the purpose of evaluating the applicant's suitability for the position applied for.

## EMPLOYMENT REQUIREMENTS FOR SECURITY OFFICER

To ensure that our personnel are qualified, responsible, and professional at all times, PS SECURITY SERVICES (the "Company") requires all applicants for security guard positions to meet the following requirements.

1. All applicants must be at least 18 years of age and be either a citizen of The United States of America or be legally able to work in The USA, in accordance with current immigration laws.
2. Applicants must hold a valid driver's license issued by the State of Minnesota.
3. Applicants must own an operational and properly insured vehicle.
4. Applicants must be willing and able to work shifts, weekends and holidays.
5. Applicants must have obtained a high school diploma or equivalent, and be able to clearly speak, read and write English.
6. Applicants must have either a working cell phone (preferred), or a working residence telephone at which they can be reached at all times.
7. Applicants must provide a work history for a period of one full year.
8. Applicants must be reasonably physically fit, able to negotiate stairs and walk long distances.
9. Applicants must be able to pass a criminal background investigation, have a clean criminal history, free of felony convictions and applicable misdemeanors. Applicants acknowledge and agree that the Company will run a background check for criminal history on any applicant whose application for employment is accepted.
10. Applicants must be able to adhere to PS Security Services grooming standards.
11. Applicants must be able to wear the PS Security Services uniform including belts, ties, and footwear without any exceptions.
12. Applicants must be willing to sign an Employee Confidentiality and Non-Solicitation Agreement if an offer of employment is tendered by the Company.

By signing below, I acknowledge that I fully understand and accept the foregoing requirements for employment.

\_\_\_\_\_ |  
Date

\_\_\_\_\_  
Signature of Applicant

PS Security Services  
20310 Akin Ct.  
Farmington, MN 55024  
612-202-4910  
Doug or Tammy Belton

Background Release Form

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

The following named individual has made application with this agency for employment.

**Last Name of Applicant** (please print): \_\_\_\_\_

**First Name** (please print) : \_\_\_\_\_

**Middle** (full)(please print): \_\_\_\_\_

**Maiden, Alias or Former**(please print): \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Sex (M or F):** \_\_\_\_\_  
Month/Day/Year

**Social Security Number:** \_\_\_\_\_

I authorize the Minnesota Bureau of Criminal Apprehension to disclose all criminal history record information to PS Security Services for the purpose of employment with this agency as a security guard, protective agent etc. pursuant to Minnesota state statute **326.336.1**.

The expiration of this authorization shall be for a period no longer than one year from the date of my signature.

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**Signature of Applicant**

**Date**