

**CONTACT INFORMATION**

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ (Ex. 555-123-4567)

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Have you ever used any names other than given in this application? If so, please list: \_\_\_\_\_

Are you bilingual? If so, please list languages spoken: \_\_\_\_\_

How did you hear about Essential Discovery? \_\_\_\_\_

**DESIRED POSITION**

Desired Work Location: \_\_\_\_\_

Hourly Compensation (\$ Whole Dollars): Minimum: \_\_\_\_\_ Acceptable: \_\_\_\_\_ Desired: \_\_\_\_\_

Available for Overtime: Yes  No

Transportation: Private  Public

**LICENSURE**

Please enter the bar license(s) you currently possess.

License Number: \_\_\_\_\_ License State: \_\_\_\_\_

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License Number: \_\_\_\_\_ License State: \_\_\_\_\_

License Number: \_\_\_\_\_ License State: \_\_\_\_\_

License Number: \_\_\_\_\_ License State: \_\_\_\_\_

License Number: \_\_\_\_\_ License State: \_\_\_\_\_

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**EDUCATION**  
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**Law School**

School Name: \_\_\_\_\_

Major/Degree/Title: \_\_\_\_\_

**Graduate School**

School Name: \_\_\_\_\_

Major/Degree/Title: \_\_\_\_\_

**Undergraduate School**

School Name: \_\_\_\_\_

Major/Degree/Title: \_\_\_\_\_

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**RESUME**  
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Please attach your resume to this application.

**LEGAL / PROFESSIONAL AGREEMENT**

**Please review the following information. Misrepresentation or omission of information on this form or any time during your employment may result in termination of employment or employment eligibility.**

- I agree to notify Essential Discovery immediately if I receive an offer of employment from an Essential Discovery client company as a result of an Essential Discovery introduction or contract assignment. I understand that the client company is responsible for payment of applicable fees.
- I agree not to publish, disclose or utilize any confidential information concerning Essential Discovery or its clients.
- If hired, can you present proof of your legal right to work in the U.S.? Yes  No
- Have you ever been convicted of a crime? (Exclude misdemeanor convictions for marijuana related offenses more than 2 years old; convictions that have been sealed, expunged or legally eradicated; misdemeanor convictions for which probation was successfully completed or otherwise discharged and the case was judicially dismissed) Yes  No
- I understand that my employment with Essential Discovery is at-will, and may be terminated at any time, with or without cause, and with or without notice.
- I understand that a pre-employment drug test may be required.

**CONSENT TO CHECK REFERENCES AND RECORDS/AUTHORIZATION TO RELEASE CONFIDENTIAL INFORMATION**

- As part of my application for employment with Essential Discovery, I authorize Essential Discovery and its agents to verify information provided by me on my employment application, including employment or business references and education, for purposes of determining my suitability for employment.
- I authorize the references listed below to disclose to Essential Discovery and its agents any and all information related to my work habits and performance including attendance, reliability, reason for leaving, and eligibility for rehire, without giving me prior notice of such disclosure. In addition, I hereby release Essential Discovery, its parent company and affiliates, and their agents, my former employers, and all other persons, corporations, partnerships and associations providing such information from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Please do not contact:

- I further authorize Essential Discovery and its agents to disclose any information submitted by me in connection with my application for employment, including my employment application, I-9 verification, testing results, employee references and education verification to client-companies for purpose of determining my suitability for temporary assignments or full-time placements.

**I have read and agree to the terms above.**

Applicant's Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_