

Name:

Manor Oak 2, Suite 305 1910 Cochran Road Pittsburgh, PA 15220 412.343.6300 www.paf-resources.com

Pinnacle Accounting and Finance, LLC ("Pinnacle") is an equal opportunity employer. In all our employment practices, including hiring, Pinnacle is firmly committed to equal opportunity without regard to gender, race, age, sex, religion, ethnicity, national origin, disability, veteran status, sexual orientation, or any other category protected by applicable federal, state, or local law. \*If any of this information is explicitly provided in the resume, there is no need to complete the section, please indicate "See Resume".

Last		First	Middle
PERSONAL DATA			
Current Address:		Contact Informa	ation:
Street		Primary Phone I	Number
City, State, Zip		Secondary Phor	ne Number
		Email Address	
Additional Data			
Have you previously worked for Pinnacle?	s 🔲 No		
If hired, will you be able to demonstrate eligibili	ty to work in t	the United States	? ∐YES □No
Have you ever been discharged from a job? If so, please explain the reason for the discharge			
Have you ever plead guilty to or been convicted A guilty plea or conviction will not necessarily di			
Have you ever signed an agreement not to complif so, please explain.	pete with an e	employer after th	e employment ended?
EMPLOYMENT BACKGROUND			
Present (or last) Employer Company Name:			
Starting Base Salary:	Ending Base	e Salary:	
Reason for Leaving:	Supervisor:		
Previous Employer Company Name:			
Starting Base Salary:	Ending Base	e Salary:	
Reason for Leaving:	Supervisor:		

Present (or last) Employer Company Name:		
Starting Base Salary:	Ending Base Salary:	
Reason for Leaving:	Supervisor:	
Previous Employer Company Name:		
Starting Base Salary:	Ending Base Salary:	
Reason for Leaving:	Supervisor:	
Business Reference (List 4 Business Reference	s)	
Name	Relationship	Phone Number

#### AUTHORIZATION AND RELEASE

You hereby authorize Pinnacle to make whatever inquiries it or they deem necessary of any person, educational institution, or organization to verify any of the information given in your Application for Employment and to determine your qualifications and abilities, and to disclose any information given by you in the application process. By signing below, you also request and authorize any party, including every school official, law enforcement official, governmental official, court official, and every other person or entity having control of any document, record, or other specific information, including any personal opinion or belief, concerning you or your application for employment, employment background, and education background to release all information, including originals or copies of any documents and records concerning your employment record and performance, reason for leaving your former position(s), and educational background to Pinnacle, a consumer reporting agency, or to any representative acting on Pinnacle's behalf, to inspect and make copies of any such documents, records or other information. You hereby release and exonerate your personal and employment references, your former employers and school personnel, and all individuals connected with each organization from all liability for any damage that arises from providing truthful information.

#### AT-WILL EMPLOYMENT

By your signature below, you confirm that neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of any employee handbook, personnel manual, benefit plan, policy statements, and the like as they may exist from time to time, or other Pinnacle practices, shall serve to create an actual or implied contract of employment or to confer any right to remain an employee of Pinnacle. You also know and understand that if employment is offered to you and the salary is stated in a fixed term, that fact does not imply employment for any fixed period. In the event that you are offered a position and you accept that offer, your employment shall be "at-will" and may be terminated at any time by either yourself or Pinnacle, with or without cause and with or without notice. You understand that no manager or representative of Pinnacle has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing.

#### DRUG/SUBSTANCE ABUSE FREE WORKPLACE

Pinnacle is a Drug/Substance Abuse Free Workplace. As part of the recruiting process, you understand that you may be required to sign a written release and submit to a drug screening examination.

### **IMMIGRATION REFORM AND CONTROL ACT**

Under the Immigration Reform and Control Act of 1986, you will (if hired) be required to fill out a certification verifying that you are eligible to be employed and to provide documentation verifying your identity.

# CONFIDENTIALITY

Pinnacle protects the confidentiality of its business information, and a condition of employment with Pinnacle is compliance with all of the terms of Pinnacle's business confidentiality policies including (i) an agreement not to disclose to anyone outside Pinnacle any information of a confidential nature proprietary to Pinnacle, and (ii) an agreement to disclose to Pinnacle promptly after their conception all inventions, improvements, and developments relating to the business of Pinnacle which are conceived or developed while employed by Pinnacle, including all inventions made on Pinnacle's time or in the performance of assignments which are given during the course of your employment by Pinnacle.

# INFORMATION COMPLETE AND TRUTHFUL

You certify that you have read and fully completed all pages of this application and all information written is true, correct and complete. You also certify that you have accounted for all of your work experience and training on this application. You understand that your application may be rejected, if hired, your employment may be terminated if it is learned that any of your answers on this application, or any supplement thereto, or in any pre-employment interview were false or misrepresented, or incomplete or omitted.

Signature:	Date: