



In accordance with Global Protective Services, Inc. (GPS) hiring procedures, all applicants must complete the following Personal History Statement and submit to a pre-employment screening interview. If selected to continue in the interview process, applicants may be required to participate in a pre-employment drug screening (urine based) exam which is conducted at a state licensed facility located as near to your residence/place of employment as possible. The exam is of no cost to the applicant.

The information you provide will assist GPS in completing your pre-employment screening and insure that only the most qualified applicants are selected for employment. Therefore, it is very important that you provide legible, detailed, complete and accurate information for each category.

Please download the attached Personal History Statement and Consent Form, complete the information requested, sign the Consent Form and fax them to our office at **(480) 287-9290**, or email to **recruiting@globalprotectiveservices.com** as soon as possible.

Once GPS receives your completed Personal History Statement and signed consent form, it will be screened. Only the most qualified applicants will be invited to participate in the interview process, consisting of a pre-employment background screening, including an interview and mandatory drug test. Keep in mind, the sooner we receive your Personal History Statement, the sooner you could begin employment with GPS.

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## **General Background Information**

\_\_\_\_\_

Last Name

\_\_\_\_\_

First Name

\_\_\_\_\_

Full Middle Name

Have you gone by any other names other than the one listed above on a driver's license, birth certificate, or other legal document? If the answer is yes, please provide the name below:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Contact Telephone Number: (     ) \_\_\_\_\_ - \_\_\_\_\_

Contact Fax Number: (     ) \_\_\_\_\_ - \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Guard License # \_\_\_\_\_

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Email Address: \_\_\_\_\_

### **Current Permits:**

Baton # \_\_\_\_\_

Firearm # \_\_\_\_\_

### **Position you are applying for:**

Security Officer      Supervising Security Officer

### **Previous Residences**

**Please list all residences you have occupied over the last ten (10) years, beginning with the present or most recent residence. Please list ALL residences, even if occupied for only a few weeks or months. Please use the space at the end of this section if more space is needed.**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code \_\_\_\_\_

Dates of Residence (month/ year): \_\_\_\_\_ to \_\_\_\_\_

Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_  
Dates of Residence (month/ year): \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_

Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_  
Dates of Residence (month/ year): \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_

Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ County: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code \_\_\_\_\_  
Dates of Residence (month/ year): \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_

(Use this space for any additional residences within the past 10 years)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### **Employment Historical Data**

Please list all positions of employment you have had for the last ten (10) years, beginning with the present or most recent employment. Please list ALL employment, even if employed for only a few days at any job. For time frame, please include month/year where possible. Please use the space at the end of this section if more space is needed.

Employer \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Employed from \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Employed from \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_  
Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_ Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Employed from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_  
Reason for leaving \_\_\_\_\_

Employer \_\_\_\_\_  
Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_ Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_ Supervisor \_\_\_\_\_  
Position \_\_\_\_\_ Employed from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_  
Reason for leaving \_\_\_\_\_

(Use this space for any additional employment positions within the past 10 years)

**Employment Data (continued)**

Please circle the number of times you have been **ASKED TO RESIGN** and/or the number of times you have **BEEN FIRED** from a position. (These entries should be other than position lay-offs or employer failure.)

Never 1 2 3 4 5 6 7 8 9 10

Please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Education/Technical Skills**

Circle the last grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

Name of High School: \_\_\_\_\_ (City/State) \_\_\_\_\_

Did you graduate? \_\_\_\_\_

Circle the last college year completed: 1 2 3 4

Name of College: \_\_\_\_\_ (City/State) \_\_\_\_\_

Degree: \_\_\_\_\_ Date acquired: \_\_\_\_/\_\_\_\_/\_\_\_\_

Area of Study: \_\_\_\_\_ Credits earned: \_\_\_\_\_



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## **Background Information**

Have you ever been convicted of a crime?

**Note:** A conviction will not automatically disqualify you from employment.

Yes \_\_\_\_\_ No \_\_\_\_\_

**If you answered YES, please provide additional information below. If you need more space, please use the space at the end of this section. If you have no reportable convictions, write "NONE." Please bear in mind a check of criminal convictions will be conducted.**

1) Conviction Offense: \_\_\_\_\_  
County of Conviction: \_\_\_\_\_  
Date of Conviction: \_\_\_\_\_ / \_\_\_\_\_

Briefly explain the events surrounding/regarding your conviction, including total sentence, i.e., jail term/prison term, probation period, restitution, etc.:

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2) Conviction Offense: \_\_\_\_\_  
County of Conviction: \_\_\_\_\_  
Date of Conviction: \_\_\_\_\_ / \_\_\_\_\_

Briefly explain the events surrounding/regarding your conviction, including total sentence, i.e., jail term/prison term, probation period, restitution, etc.:

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Have you ever filed for Bankruptcy? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever had a judgment filed against you? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever had a lien filed against you? Yes \_\_\_\_\_ No \_\_\_\_\_

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## CONSENT FORM

**Please read the following statements carefully.**

I understand that Global Protective Services, Inc. will be conducting a pre-employment screening pursuant to my application for employment. This screening may include requests for information about criminal or civil convictions, credit information, driving history, education, previous employment, and character references.

I authorize Global Protective Services, Inc. to approach all prior employers, persons, companies, federal, state, and local courts and credit bureaus/agencies to request pertinent background information contained in their records.

I hereby discharge, and forever release any of the above businesses and agencies from any claim due to their giving said information, and from any and all liability arising out of the disclosure, use or transmission of such provided records of information.

I understand that I may be asked to participate in pre-employment drug screening and do hereby freely give my consent. If the result of the drug screening is positive, and for this reason I am not hired, I understand that I will be given the opportunity to explain the results of this test

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

\_\_\_\_\_  
Date