

Interlock Security Group

Employment Application

3845 Beck Blvd. Suite 807 Office 5 Naples, FL 34114

Phone: (239) 331-3552

Website: www.interlocksg.com Email: interlockcorporate@gmail.com

*In accordance with holding our applicants to a higher standard we expect you to fully complete every question. If any question does not apply, **please input "N/A"**. Do not omit, mislead, hide, or misrepresent information. Answer all questions truthfully and accurately. Incomplete applications will not be accepted. **No Space shall be blank.** **Provide COPIES of ALL DOCUMENTS** that can serve as proof of all information submitted in this application. You may drop application off at address above, mail, or send by email with all attached documents to listed email address. Pages 17-20 are for your records to keep.

PERSONAL INFORMATION:

Applicant Full Name:

Last

First

Middle

Current Address:

Street Number

City

State

Zip

How long at current address: _____ Years _____ Months

Are you authorized to work in the United States? Yes No

Social Security Number: _____ - _____

Naturalization Registration Name: _____

Naturalization Registration Number: _____ Expires: _____

Driver's License Number: _____

Expires: _____ State: _____

Telephone Number: () _____ - _____

Are you at least 18 yrs. of age: Yes No Date of Birth: _____

Race: _____ Gender: _____

Are you Married or in a Domestic Partnership: Yes No

If yes, Spouse's Name: _____ Date of Birth: _____

EMPLOYMENT DESIRED:

Seeking Positions: (1) _____

(2) _____

SECURITY OFFICERS: All start at \$ 11.00 per Hour

PRIVATE INVESTIGATORS: \$ 19.00 per Hour

INTERNSHIPS: No pay, Experience only.

Days/hours available to work: (Be Specific)

No Preference: _____ Sunday: _____

Monday: _____ Tuesday: _____ Wednesday: _____

Thursday: _____ Friday: _____ Saturday: _____

How many hours a week desired? _____

Are you willing to work nights, shift work, weekends, holidays, overtime, or any other scheduling as the agency needs? Yes No

Type of Employment applying for:

Full-Time Part-Time Date available to start employment? _____

Do you understand and willing to comply with I.S.G. tobacco and tattoo policies? Yes No

Do you have any objection to using your personal cellular/smart phone device for duty purposes without reimbursement or other compensation? Yes No

EDUCATIONAL HISTORY: (Attach copies of Diploma, Degree, and College Transcripts. Include all documents that are applicable).

High School Name: _____

Street Address _____ City _____ State _____ Zip _____

Dates Attended: _____ - _____

Did you graduate high school: Yes No Years fully Completed: _____

College Name: _____

Street Address _____ City _____ State _____ Zip _____

Obtained Degree: Yes No Type and Major: _____

Law Enforcement or Correctional Training Academy: Yes No

Name: _____

Street Address _____ City _____ State _____ Zip _____

Did you graduate: Yes No Dates Attended: _____ - _____

State Certification Obtained: Yes No If yes, Certification #: _____

Do you possess a valid First Aid and CPR/AED Certification? Yes No

Do you possess a State Security License: Yes No

List all active licenses, state active in, license number, and date obtained:

Have you had any Disciplinary Action imposed on any Certification or License: Yes No

1. Certification or license number: _____

Date: _____ Type of Action: _____

Reason: (Explain in your own words) Attach Additional Sheets, if needed.

CRIMINAL HISTORY: (A “Yes” in this section will not necessarily disqualify you from employment)

Have you ever been convicted of a crime? No Yes
(A Conviction record will not necessarily disqualify you from employment).

Have you ever been charged or accused of a felony or an act of domestic violence? No Yes

Have you ever been charged or accused of any crime? No Yes

Have you ever been charged or accused with any criminal traffic violation? No Yes

Have you ever had a record of any kind sealed or expunged? No Yes

Have you ever had a warrant out for your arrest or name? No Yes

Have you ever been arrested, received a notice to appear, been charged, convicted, pled nolo contendere, or pled guilty to any criminal violation, regardless of whether the record was sealed or expunged?

No Yes

Have you ever served community service, pretrial diversion or probation in lieu of a criminal conviction?

No Yes

Are you currently living with, or associated with, any individual who has a history of criminal behavior and/or arrests? No Yes

Have you ever sexually abused a child, or any other person? No Yes

Have you ever stolen anything in your life? No Yes

1. Charge: _____

City State Court Jurisdiction Disposition of Case

Date of Charge: _____ Offense Report Number: _____

2. Charge: _____

City State Court Jurisdiction Disposition of Case

Date of Charge: _____ Offense Report Number: _____

Please explain any "yes" answer. If additional space is needed, please attach on a separate piece of paper.

Have you ever been a member, financially supported, or donated time to support any gang or organization that is aimed to over throw the United States, government, or law enforcement that commits acts or dissent of violence, unlawful acts, racism, deprive individuals of their constitutional rights, or participates in other illegal activity?

Yes No

If Yes, Explain in details. If additional space is needed, please attach on a separate piece of paper:

RESIDENTIAL HISTORY: (List all residence for the past 5 years beginning with your current). Use additional paper if needed, in the same format.

1. Current Address:

Street Number City State Zip

Dates: _____ - _____

2. Previous Address:

Number City State Zip

Dates: _____ - _____

3. Previous Address:

Number City State Zip

Dates: _____ - _____

4. Previous Address:

Number City State Zip

Dates: _____ - _____

5. Previous Address:

Number City State Zip

Dates: _____ - _____

MILITARY HISTORY: (Attach a copy of your DD-214, if applicable). If you have not served in the military skip this section.

Have you ever served in the Armed Forces? Yes No

Are you currently an Active or Reserve member of the Military or Armed Forces? Yes No

Are you on active duty or stand by at this time? Yes No

Were you ever tried, punished, reprimanded, the subject of a non-judicial punishment, article 15, code of military justice, captain's mast, court martial, counseled, fined or reduced in rank for an infraction of any rule, regulation, order, procedure, or violation of law, no matter what type of style or jurisdiction, while in the Armed Forces? Yes No

If you have served in the Armed Forces, have you received a discharge other than an "Honorable Discharge"? Yes No If yes, what was your discharge? _____

Have you ever served in the armed forces of another country? Yes No

If you had or are serving in any Armed Forces, complete the following:

Specialty: _____

Date Enlisted: _____

Military Branch: _____ Entry Location: _____

Discharge Date: _____

Discharge Reason: _____

WORK HISTORY: (List all jobs you have held for the past 5 years. Begin with your most recent). If you were self-employed, give full details. Attach additional sheets if necessary using the same format. Do not exclude any jobs; make sure you explain all gaps in employment. Be sure to include any Law Enforcement or Military employment regardless of time since separation. You may attach a resume with the requested information in lieu of filling out this section.

1. Name of Employer: _____

Street Address _____ City _____ State _____ Zip _____

Title: _____ Position: _____

Name of Supervisor: _____

Employment Dates: From: _____ To: _____

Rate of Pay: _____ per _____

Phone number: () -

Duties: _____

Reason for Leaving: _____

2. Name of Employer: _____

Street Address City State Zip

Title: _____ Position: _____

Name of Supervisor: _____

Employment Dates: From: _____ To: _____

Rate of Pay: _____ per _____

Phone number: () -

Duties: _____

Reason for Leaving: _____

3. Name of Employer: _____

Street Address City State Zip

Title: _____ Position: _____

Name of Supervisor: _____

Employment Dates: From: _____ To: _____

Rate of Pay: _____ per _____

Phone number: () -

Duties: _____

Reason for Leaving: _____

4. Name of Employer: _____

Street Address City State Zip

Title: _____ Position: _____

Name of Supervisor: _____

Employment Dates: From: _____ To: _____

Rate of Pay: _____ per _____

Phone number: () -

Duties: _____

Reason for Leaving: _____

5. Name of Employer: _____

Street Address City State Zip

Title: _____ Position: _____

Name of Supervisor: _____

Employment Dates: From: _____ To: _____

Rate of Pay: _____ per _____

Phone number: () -

Duties: _____

Reason for Leaving: _____

May we contact your present employer? Yes No

Have you ever been terminated by an employer? Yes No

Have you ever had disciplinary action taken against you by an employer? Yes No

Have you ever been forced to resign in lieu of termination? Yes No

Have you ever resigned while being investigated for Criminal, Administrative, or Civil Violations?
Yes No

If yes to any above, List and explain: Use additional sheets of paper, if needed.

PERSONAL TRAITS:

List all languages you can speak, read, and write fluently: (specify each, maybe subject to test).

List all Tattoos, Piercings, Body Studs, Filings of teeth, and all other body modifications visible in regular clothes: List locations for each and describe what they are.

ILLEGAL DRUGS: Research any term or word that you're not familiar with before answering.

Have you used, sold, trafficked, or manufactured any illegal drugs or substance since certified or licensed in Law Enforcement, Corrections, or Security? Yes No

Do you now or have you ever used, grew, manufactured, possessed, sold, transported, trafficked, or experimented in any way with the following:

Marijuana, Cocaine, Acid, Hydromorphone, Diazepam, Rohyphnol, Ketamine, Methylenedioxy metha, mphetamineor, Gamma-Hydroxy Butyrate, Barbiturate, Amphetamine/Methamphetamine Biphphetamine,

psilocybin, Miscellaneous Substances, Designer Drugs by Other Names, Steroids, or any other type of drugs or categories of drugs that are not listed: Yes No

If yes to above question, describe each with last date of use, possessed, and number of times used:

Antihistamines or other over the counter medications? (except used as directed for symptoms of illness)

Yes No

If yes to above question, describe details:

DRIVING HISTORY:

Has your Driver's License in any state ever been expired, suspended, revoked, or cancelled?

Yes No

If yes, explain:

Did an Interlock Security Group employee refer you? Yes No

If yes, Name: _____

Did you complete this application yourself? Yes No If no, whom and reason?

Did you answer each and every question within this application truthfully, honestly, to the best of your ability? Yes No

Do you have any **objections** to maintaining valid licenses at your own expense that are required by Federal, State, I.S.G. agency policy, state division of licensing, and all other regulated divisions for the position in which you are applying? (Position requirements are attached) Yes No

Do you acknowledge and agree to wear an issued Interlock Security Group uniform in accordance with the Agency Manual and follow **all** grooming standards? Yes No

Do you have any reason you **would not** place yourself in harm's way to protect a client or to perform your duties in accordance with Federal, State, Local laws, and agency policy? Yes* No

*List Reason: _____

Do you have any moral beliefs or other reasons that would prevent you from **lawfully** taking or killing a human's or animal's life for the safety of yourself, client, or innocent being in accordance with Federal, State, and Local Laws to include I.S.G. Agency policy? Yes No

In accordance with your duties, are you able to lift and drag 100 lbs. or more, sit, stand, or walk for 8 hours or longer? Yes No

PLEASE READ CAREFULLY AND INITIAL EACH STATEMENT FOR ACKNOWLEDGEMENT:

After reviewing the attached job description, are you able to perform the essential functions of the job for which you have applied, with or without a reasonable accommodation: Yes No

Please list any accommodation needed: _____

I understand that any misrepresentation or omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered. Initial: _____

I understand that all information obtained in this application is property of Interlock Security Group. The information collected for employment purposes and employee file that is created will not be released to anyone unless the individual it pertains to, has given written approval to release any and all information to a specific individual, company, or entity. Initial: _____

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship "At -Will", with or without cause or notice, at any time, as long as there is no violation of applicable federal or state law. Initial: _____

We are an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, gender, sexual orientation, national origin, citizenship, age, height, weight, or disability. We assure you that your opportunity for employment with us depends solely on your qualifications, licensing, experience, education, moral of character, and background. Initial: _____

I understand that prior to appointment I may be screened by Interlock Security Group's Psychologist for behavior characteristics that could be harmful, damaging, or other risk factors to the agency's integrity and reputation. Initial: _____

Under federal law private employers may not require or demand, as a condition of employment, or prospective employment, or continued employment, that an individual submit or take a Polygraph, Lie Detector, or similar test. I.S.G. may be an exception to the law. Initial: _____

Policies

Please read and sign

EQUAL OPPORTUNITY EMPLOYER: Interlock Security Group does not discriminate on the basis of race, religion, color, sex, national origin, veteran status, political affiliation, marital status, disability, or other factors that are not considered bonafide occupational qualifications identified by job analyses. This policy covers all areas of employment, including, but not limited to, recruitment, selection, placement, training, promotion, transfer, discipline, layoff, termination, wages, benefits, performance appraisals, and work conditions. The President and Vice President strongly encourages minorities and women to apply for positions with the Agency. The selection process will use only those components that measure behaviors, knowledge, skills, and abilities which are demonstrated to be job-related.

Significant Job Requirements: As an employee with Interlock Security Group, you may be required to work any hour of the day, any day of the week, any recognized holiday, and in any contract/detail/assignment. You will be required to maintain proficiency in the use of any equipment related to your job classification. You will be required to work with and for persons of differing race, sex, religious affiliations, age group, and physical disability.

Policy Statement: It is the policy of Interlock Security Group to recruit qualified individuals who will make the best candidate from all segments of the work force. In pursuing this goal, a background investigation of each candidate is conducted with respect to factors that may have a bearing upon the applicant's job performance or which measure job capability. It is impossible to state all relevant and material factors necessary for a complete background investigation. In each case, the agency will consider whether the candidate's background makes him/her the best-suited candidate for employment. The circumstances underlying any negative findings will be considered as they relate to the candidate's ability to perform the particular job from which he/she is applying. Interlock Security Group and employees are held to a higher standard over other security companies and the general public.

Felony/Misdemeanor Convictions: Any individual convicted of a felony shall be ineligible for appointment with Interlock Security Group as required in Florida Statue Chapter 493. A felony is defined by Florida law as any offense for which a person may receive one year of confinement in a state or federal institution. Additionally, any misdemeanor crime shall be preclusion if it involved Moral Character, False Statement, Perjury, or Domestic Violence. With respect to all other criminal convictions which are not felonies, in each case the agency will consider whether the prior criminal conviction or military offense conviction will have a bearing on the applicant's qualifications or suitability for the job for which he/she is applying, in accordance with Florida State Statutes. The date and nature of the offense, the requirements of the position sought, as well as other qualifications, will be evaluated.

Public Records: During the selection and placement process, it will be necessary to inform the appropriate person's participation in the selection process of your record. Pursuant to Florida Statute 119, the Public Records Act, documents made or received by Interlock Security Group in the course of processing the application may be public record and open for inspection by the public. Some records, such as examination questions and answers and medical documentation are not public records and may not be disclosed. Medical documentation may only be released with the written consent of the applicant.

Reapplication: Interlock Security Group allows for reapplication, retesting, and reevaluation of candidates not selected for employment. This does not include candidates whose history indicates an unfitness for duty; candidates who were untruthful during the initial application process; candidates who were not selected due to not fulfilling state mandated requirements. Applicants must wait 120 days, provided that a vacancy exists at that time, and must go through the entire testing/evaluation process with each reapplication.

I have read and understand the above policies: Yes No

Were you able to understand all the information in this application? Yes No

EMERGENCY CONTACT

In the event that I am hired by Interlock Security Group and In the event of an emergency or injury while on duty, I _____ authorize the Branch Office to contact the following persons, in the following order to notify them of the incident.

Name: _____

Relationship: _____

Phone Number: _____

Address: _____

Name: _____

Relationship: _____

Phone Number: _____

Address: _____

Signature: _____ Date: _____

Interlock Security Group

Ballistic Vest Waiver

I, _____ will wear a ballistic vest that is issued by Interlock Security Group shall I be assigned to an assignment, detail, or contract that requires a ballistic vest to be worn in accordance with the policy of the agency.

If I shall fail to wear the ballistic vest, I personally assume all risks and will not hold the agency responsible in any way for my negligence in disobeying the agency policy. I further understand workers compensation and insurance policies could be denied should I were to file any claims as a result of injury. Initial: _____

I understand the risks associated (to include death of my life) with being assigned to an assignment, detail, or contract that requires a ballistic vest to be worn. Initial: _____

Do you have any moral beliefs or other reasons that would prevent you from lawfully taking a human or animal's life to defend yourself or to defend someone else in accordance with the Federal, State, and Local Laws to include the agency policy? YES / NO

*If yes, you will not be assigned to any armed assignments, details, or contracts and may only perform duties of an unarmed officer but not including assignments for Executive Protection regardless if it's an unarmed assignment.

I have read this waiver, understand all verbiage, contents herein, agree to comply with this policy and all other policies set by the agency, and to abide with all Federal, State, and Local Laws. Initial: _____

Signature: _____ Date: _____

Print Name: _____ Initial: _____

APPLICANT AUTHORIZATION AND RELEASE

I hereby authorize Interlock Security Group, or any employee of your agency to contact any and all corporations, former employers, credit agencies, educational institutions, law enforcement agencies, city, state, county, and federal courts and military services to release information about my background including but not limited to, information about my employment, education, consumer credit history, criminal records, and public records history, driving records, to the person or company with which this form has been filled out. This releases the aforementioned parties from any responsibility and liability for collecting the above information. This release shall remain in effect for the length of my employment; I understand I have the right to obtain a free copy of the Consumer Report if: (1) Any adverse action/actions is made based on the information in the Consumer Report, (2) If the request is made in writing within 60 days of the adverse action. I believe to the best of my knowledge that all the information I have provided is accurate, true, and correct and that I fully understand the terms of this release.

“Summary of Rights” can be found at: <https://www.consumer.ftc.gov/articles/pdf-0096-fair-credit-reporting-act.pdf>

Name (Last) _____

First _____

Middle _____

List any maiden/other names used in the last 7 years: (include nicknames)

Date of Birth (mm/dd/yyyy) ____/____/____

Social Security Number _____

Driver’s License No. _____ State _____ Gender _____ Race _____

Current Street Address: _____ City: _____

State: _____ Zip: _____

Please Note: While the information contained in the reports provided has been obtained from public records data sources deemed to be reliable, its accuracy cannot be guaranteed due to potential human

error in the actual recording of the record. Since this information is not owned by Interlock Security Group and since public records data on any one individual, group of individuals, company or companies can be contained in more than repository, Interlock Security Group can only rely on its accuracy from the public records data sources presently available at the time of the search. This information is furnished for your exclusive use and accepted by you without any liability on the part of Interlock Security Group and its officers, agents, employees, or sources. Furthermore, you agree to Indemnify Interlock Security Group and its officers, agents, employees, or sources of any liability for the use of this information and shall agree that the right to obtain information and the purpose for this information for your exclusive use is fully within the appropriate law or laws which apply to the permissible purpose of relative background information on any individuals criminal history, credit history, and/or worker's compensation claim history. Applicant Initial: _____

I **DO NOT** or **DO** consent to a Background Check as outlined in this form.

Applicant Signature

Print Name

Date

Initials

Document Check List

Provide Copies of all documents listed. Submitted documents will not be returned.
Be sure to submit only copied documents.

- Birth Certificate
- High School Diploma
- Driver's License
- Social Security Card
- Training Certificates
- Security Licenses
- DD-214 (if applicable)
- State Licenses and/or Certifications (if applicable)
- Marriage Certificate (if applicable)
- Passport (if applicable)
- College Degree (if applicable)
- College Transcripts (if applicable)
- Naturalization Card (if applicable)
- All other supporting and additional documents

Education, Social Security Administration Forms, Collection, and Use of Social Security Numbers

Effective October 1, 2007, in accordance with FSS 119.071, Interlock Security Group may collect Social Security Numbers for the following purposes:

- Application Process: for the purpose of collecting information related to background investigations, to include fingerprints, NCIC/FCIC checks, Credit Bureau reports, verification of employment, local/state record checks, clarification of duplicate names, and verification of military service.
- Payroll: for reporting wages to the Internal Revenue Service and New Hire Reporting
- Retirement: for retirement plans and investments for reporting and dividends
- Insurance: for medical, dental, flexible spending, life insurance policies, and long term disability enrollment and reporting
- Medical Leave: for Workers' Compensation reporting and medical purposes associated with Workers' Compensation.

Per Florida Statute 817.567 - No person in the state may claim, either orally or in writing, to possess an academic degree, as defined in s. 1005.02, or the title associated with said degree, unless the person has, in fact, been awarded said degree from an institution that is accredited by a regional or professional accrediting agency recognized by the United States Department of Education or the Commission on Recognition of Postsecondary Accreditation. Submission of documentation from an institution not meeting the above accreditation standards maybe grounds for immediate disqualification.

AGENCY POSITIONS AND DUTIES:

Private Investigators – Interlock Security Group, Investigator. Duties: Protection of life and surveillance. Gather, analyze, compile and report information regarding individuals or organizations to clients, or detect occurrences of unlawful acts or infractions of rules in private establishment. Maintain covert recon for private investigation. Complete detailed reports on agency designated software for the complete investigation summary, attaching all documents, pictures, notes, etc... to the summary report. Complete a detailed report, after every investigation session. Maintain, Document, and record all activities during the investigation. Obey all laws and only act within the scope of the state license. Take pictures and video necessary for investigation purposes. Complete all reports within a reasonable time period (within 24 hours from end of investigation session). Assure the investigation meets the client's goals/requests and accomplish all necessary tasks required. Complete the investigation assigned within the clients requested deadline or the contract deadline, whichever is applicable. Remain unnoticed to the subject or subjects which are being investigated. Carry all required equipment necessary for self-protection and identification, within state laws. Investigate harassment claims within agency. Provide testimony in court under oath, identify the credibility of one's testimony.

Minimum Requirements: Must possess a valid Class "C" and "G" license or their state equivalent to Florida's mentioned licenses. Must possess a valid driver's license from any of the 50 states. Must have a valid Concealed Weapons Permit in their state. Must maintain valid First Aid, CPR/AED certification. Must be 21 years of age or older with a High School Diploma, GED equivalent, or College Degree.

Armed Security Officer – Interlock Security Group, Security Officer. Duties: Protection of life, property, and all assets of client and agency. Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules. May operate x-ray and metal detector equipment. Follow all post orders or assignment requirements. Obey all policies, assignments, and directives. Maintain documents, daily activity reports, incident reports, all activities with assignment. Coordinate with supervisor about all assignment functions, emergencies, and problems. Perform assignment detail to the best ability. Complete all reports required. Complete all reports within a reasonable time period (within 24 hours from incident). Safe operation, storage, and handling of all firearms. Carry all required equipment necessary for self-protection and identification, within state laws. Must wear agency issued bullet proof vest while on duty. Provide testimony under oath.

Minimum Requirements: Must be 21 years or older with a High School Diploma, GED equivalent, or College Degree. Must have valid Class "D" and "G" license or their state equivalent to Florida's mentioned licenses. Must maintain valid First Aid, CPR/AED certification. Must possess a valid driver's license from any of the 50 states.

Unarmed Security Officer – Interlock Security Group, Security Officer. Duties: Protection of life, property, and all assets of client and agency. Guard, patrol, or monitor premises to prevent theft, violence, or infractions of rules. May operate x-ray and metal detector equipment. Follow all post orders or assignment requirements. Obey all policies, assignments, and directives. Maintain documents, daily activity reports, incident reports, all activities with assignment. Coordinate with supervisor about all

assignment functions, emergencies, and problems. Perform assignment detail to the best ability. Complete all reports required. Complete all reports within a reasonable time period (within 24 hours from incident). Carry all required equipment necessary for self-protection and identification, within state laws. Provide testimony under oath.

Minimum Requirements: Must 18 years or older with a High School Diploma, GED equivalent, or College Degree. Must have valid Class “D” license or their state equivalent to Florida’s mentioned license. Must possess a valid driver’s license from any of the 50 states. Must maintain valid First Aid, CPR/AED certification.

Intern Investigator – Interlock Security Group, Intern Investigator. Duties: Must follow all state’s laws. May perform duties as a private investigator except where restricted by the state’s laws and only under direct supervision of their designated sponsor. Must obey all lawful orders given from their designated sponsor. Make sure sponsor completes designated forms required by law. Carry all required equipment necessary for self-protection and identification, within state laws.

Minimum Requirements: Must have a valid Class “CC” license or their state’s equivalent to Florida’s mentioned license, if applicable. Must be 21 years of age or older with a High School Diploma, GED equivalent, or College Degree. Must maintain valid First Aid, CPR/AED certification. Must possess a valid driver’s license from any of the 50 states.