

CHICAGO TITLE

APPLICATION FOR EMPLOYMENT



AN EQUAL OPPORTUNITY EMPLOYER

**"This company does not discriminate on the basis of age,
race, color, sex, religion, national origin, disability, or any other
protected status as prohibited by law."**

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Name _____ Social Security Number _____
First Middle Initial Last

Address _____ Phone Number () _____
Street Apartment/Suite # City, State, Zip

Previous Address _____ Message Number () _____

If under 18 years of age give date of birth _____ Can you, after employment, submit verification of your legal right to work in the U.S.? Yes No

Have you ever been employed by the company? Yes No If so, when, where and what position? _____

Do you have a friend or relative who is employed by the company? No Yes If yes, who? _____ Referred to the Company by _____

Have you ever been convicted of any criminal offense (felony or misdemeanor) including drunk driving or drug related offenses? Exclude minor traffic violations. No Yes Conviction is not necessarily a bar to employment. If yes, list conviction(s), date(s), location of court and penalty.

Do you have reliable means of transportation in order to comply with the work schedule of the position for which you are applying? Yes No

Can you travel overnight if required? Yes No

EMPLOYMENT INFORMATION

Position for which you are applying _____ Salary Expected _____ Date Available _____

Full-time OR Part-time
 Regular OR Temporary

Are there any hours or days you cannot or will not work? Yes No If yes, specify _____

Do you have a current valid license for performing title settlement services within your state? Yes No

(Complete only if the position applied for requires driving a motor vehicle)

Do you have a valid driver's license? Yes No State _____ Number _____

Can you, after employment, submit verification of automobile insurance? Yes No

EDUCATION AND SKILLS

	Name and Address	Years Completed	Diploma/Degree	Major
High School				
College				
Graduate School				
Trade/Technical School				

List all skills, training and experience that would be helpful in determining your job qualifications: _____

PERSONAL HISTORY AND REFERENCES

Please list all jobs held for the past ten years beginning with your present or last employer. Account for all periods of unemployment, self-employment, military service or volunteer work. Use an additional form if necessary. Add personal references if you have less than three prior employers. If you are or have been employed under a maiden or other name, please enter that name in the left margin.

FALSE OR INCOMPLETE INFORMATION IS GROUNDS FOR DISMISSAL.

May we contact your present employer _____ yes _____ no?

Name _____ Address _____
 Street _____ City, State, Zip Code _____
 Phone () _____ Name of Supervisor _____ Your Job Title _____
 Job Responsibilities _____ Full-time Part-time
 Date Started _____ Date Left _____ Starting Wage _____ Ending Wage _____ Reason for Leaving _____

Name _____ Address _____
 Street _____ City, State, Zip Code _____
 Phone () _____ Name of Supervisor _____ Your Job Title _____
 Job Responsibilities _____ Full-time Part-time
 Date Started _____ Date Left _____ Starting Wage _____ Ending Wage _____ Reason for Leaving _____

Name _____ Address _____
 Street _____ City, State, Zip Code _____
 Phone () _____ Name of Supervisor _____ Your Job Title _____
 Job Responsibilities _____ Full-time Part-time
 Date Started _____ Date Left _____ Starting Wage _____ Ending Wage _____ Reason for Leaving _____

Name _____ Address _____
 Street _____ City, State, Zip Code _____
 Phone () _____ Name of Supervisor _____ Your Job Title _____
 Job Responsibilities _____ Full-time Part-time
 Date Started _____ Date Left _____ Starting Wage _____ Ending Wage _____ Reason for Leaving _____

PLEASE READ AND INITIAL THE FOLLOWING STATEMENTS. SIGN ONLY AFTER THE ENTIRE APPLICATION HAS BEEN COMPLETED.

1. The information that I have provided on this application is accurate, true and complete. _____ INITIALS
2. I understand and agree that any misrepresentation or omission of a material fact in my application may result in refusal of employment or, if employed, termination of employment from the Company. _____ INITIALS
3. I understand that, if employed with the Company, my employment will be conditioned upon my submission of proof of my identity and authorization to work in the United States in accordance with the Immigration Reform Control Act, as amended. _____ INITIALS
4. I understand that this application is not a promise of employment. _____ INITIALS
5. I understand that, if employed by the Company, I will be subject to the provisions and benefits as contained in the Chicago Title Insurance Company Employee Handbook, a copy of which is available for my review. I agree to comply with all Company policies. _____ INITIALS
6. I understand that, if employed by the Company, I may be required to work overtime hours or hours outside a normally-defined work day or work week. _____ INITIALS
7. I understand that if I am hired, my employment is "at-will" and will be for no definite period of time, regardless of the period of the payment of my wages. I further understand that I have the right to terminate my employment at any time, with or without notice, and the Company has the same right. No one other than the President of the Company or his designee has authority to modify this relationship or to make any agreement to the contrary. Any such modification or agreement must be in writing. I acknowledge that no Company representative has made any promises or agreements that are in conflict with this at-will employment relationship. _____ INITIALS

In signing this form, I acknowledge that I have read the entire form and understand it. I have placed my initials beside Paragraphs 1 through 7, above, to confirm that I have read and understand and agree to each paragraph.

SIGNATURE _____

DATE _____

NAME

POSITION APPLYING FOR

DATE



Chicago Title Insurance Company Mission Statement

It is our goal to be the market leader in providing the highest level of customer satisfaction from products and services designed for the real estate industry. We will achieve this goal through the relentless execution of:

- Exceptional Customer Service
- Commitment to Employee Development
- Intelligent Use of Technology
- Superior Operating Efficiency

These actions will result in profitable market share growth and the enhancement of shareholder value.