

*E*XCEL PROPERTY MANAGEMENT, INC.

Excellence In Property Management

Thank you for your interest in a position with Excel Property Management. Please return the completed application, along with your resume (where applicable) to:

EXCEL PROPERTY MANAGEMENT, INC.
1004 Bullard Ct. Suite 106 Raleigh,
North Carolina 27615

EQUAL HOUSING OPPORTUNITY

1004 Bullard Ct. Suite 106, Raleigh, NC 27615 – (919) 878-0522 FAX: (919) 878-9962

FROM:	TO:	EMPLOYER:	TELEPHONE: ()		
JOB TITLE:		ADDRESS:			
IMMEDIATE SUPERVISOR NAME AND TITLE:		Summarize the nature of work performed and job responsibilities:			
REASON FOR LEAVING:					
UNEMPLOYMENT RECORD: Account for all periods of unemployment and extended illness/disability of four (4) weeks duration or more for the last five years, or since you left school.					
From		To		Reason For Unemployment	
MO	YR	MO	YR		
MO	YR	MO	YR		

SKILLS AND QUALIFICATIONS: Summarize any special skills and qualifications acquired from employment or other experience that you feel may qualify you for work with Excel Property Management, Inc.

EDUCATIONAL BACKGROUND				
NAME AND LOCATION	YEARS COMPLETED	DID YOU GRADUATE?	COURSE(S) OF STUDY	
HIGH SCHOOL				
COLLEGE		Major Degree		
OTHER				
REFERENCES				
NAME	RELATION	TELEPHONE		YEARS KNOWN
		Area Code		
		()		
		()		
		()		

It is understood and agreed that any misrepresentations by me in this application will be sufficient cause for cancellation of this application and/or separation from the employer's service if I have been employed. Furthermore, I understand that just as I am free to resign at any time, the Employer reserves the right to terminate my employment at any time, with or without cause and prior notice. I understand that no representative of the Employer has the authority to make any assurances to the contrary.

I understand that all new employees are subject to a 90 day introductory period, and that this status may be extended for an indeterminate period at the Employer's sole discretion.

It is further understood that the Employer reserves the right to conduct illegal drug and/or substance abuse screening in an effort to investigate material losses or injuries that have occurred in the workplace.

I give the Employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Employer and its' representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

It is our policy to seek and employ the best qualified personnel and to provide equal opportunity for the advancement of employees, including upgrading, promotion and training; and to administer these activities in a manner which will not discriminate any person because of race, color, religion, age, sex, national origin, physical or mental handicap.

Signature of Applicant _____ Date _____