

tangent		CONSULTANT	DATABASE <input type="checkbox"/>		SKILLS	SP	APP #	
LAST NAME (Please Print)		FIRST	SECURITY CLEARANCE YES <input type="checkbox"/> NO <input type="checkbox"/>		ARE YOU WILLING TO COMMIT TO A FULL TIME, PERMANENT POSITION FOR A MINIMUM OF A YEAR? YES <input type="checkbox"/> NO <input type="checkbox"/>			GR
STREET ADDRESS					COMPENSATION			
CITY		STATE	ZIP CODE		P	REFERENCE <input type="checkbox"/>	INTERVIEW	FAX
HOME PHONE		BUSINESS PHONE			DATE			
CELL PHONE		E-MAIL			CATEGORY #			
LOCAL CONTACT		PHONE			IND			
COMMUTE					APP/10			
REFERRED TO TANGENT BY		FOREIGN LANGUAGES			ACCOUNTING AND BUSINESS SKILLS			
COLLEGE EDUCATION 1 YR <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> DEGREE <input type="checkbox"/> _____ MAJOR _____					GENERAL LEDGER <input type="checkbox"/> PAYROLL <input type="checkbox"/> KEYBOARDING			
LIST SOFTWARE AND CHECK "E" EXPOSURE OR "P" PROFICIENT					ACCOUNTS PAYABLE/RECEIVABLE <input type="checkbox"/> BUDGETING <input type="checkbox"/> _____ WPM			
WORD PROCESSING		E	P	YEARS	OTHER COMPUTER			
SPREADSHEETS								
GRAPHICS								
DATABASE								

PRESENT/LAST POSITION		PREVIOUS POSITION		PREVIOUS POSITION	
DATES EMPLOYED		DATES EMPLOYED		DATES EMPLOYED	
FROM	TO	FROM	TO	FROM	TO
COMPANY NAME		COMPANY NAME		COMPANY NAME	
ADDRESS		ADDRESS		ADDRESS	
PHONE NUMBER HOURS		PHONE NUMBER HOURS		PHONE NUMBER HOURS	
SUPERVISOR		SUPERVISOR		SUPERVISOR	
SUPERVISOR'S TITLE		SUPERVISOR'S TITLE		SUPERVISOR'S TITLE	
YOUR TITLE		YOUR TITLE		YOUR TITLE	
PRESENT SALARY	STARTING SALARY	ENDING SALARY	STARTING SALARY	ENDING SALARY	STARTING SALARY
OVERTIME \$	BONUS	NEXT RAISE	OVERTIME \$	OVERTIME \$	
DUTIES		DUTIES		DUTIES	
TYPE OF BUSINESS		TYPE OF BUSINESS		TYPE OF BUSINESS	
NUMBER OF PEOPLE IN COMPANY		NUMBER OF PEOPLE IN COMPANY		NUMBER OF PEOPLE IN COMPANY	
HIRED THROUGH AGENCY: YES <input type="checkbox"/> NO <input type="checkbox"/>		HIRED THROUGH AGENCY: YES <input type="checkbox"/> NO <input type="checkbox"/>		HIRED THROUGH AGENCY: YES <input type="checkbox"/> NO <input type="checkbox"/>	
REASON FOR CHANGE		REASON FOR CHANGE		REASON FOR CHANGE	

CO-WORKER REFERENCES: (other than supervisors)

NAME	TITLE	COMPANY	STATE	PHONE

SCHOLASTIC AND PROFESSIONAL ACHIEVEMENTS

OUTSIDE INTERESTS AND ORGANIZATIONS

HOW LONG HAVE YOU BEEN LOOKING? _____

JOB SEARCH SOURCES:

WHERE HAVE YOU SUBMITTED YOUR RESUME?

RECRUITING FIRM WEBSITES: _____

PERSONAL CONTACTS _____

CLASSIFIEDS _____

INTERVIEWS IN THE PAST 6 MONTHS:

POSITION TITLE	COMPANY	STATUS	SOURCE		
			AD	AGENCY	OTHER

PLEASE READ CAREFULLY

It is our policy to make referrals of employment candidates to employers based upon merit only. Our selection process is not influenced by race, religion, national origin, age, sex, marital status, disability or other discriminatory requirements. I agree to the policy of conducting a background reference check and understand that under the Fair Credit Reporting Act I have the right to a disclosure of the nature and substance of any background investigation.

DATE _____ SIGNATURE _____

MAY WE CONTACT PRESENT EMPLOYER? YES ___ NO ___

PLEASE DO NOT WRITE BELOW THIS LINE

COMPANY	ORGANIZATIONAL CHART	ACCOMPLISHMENTS	UNIQUENESS	STANDOUT	\$ +or -	SAVED TIME

PROFESSIONAL RESPONSIBILITIES

- HON
- IMMED. FEEDBK
- DECISIV
- WDYK/MARKET REC

WHAT'S MISSING	INSURANCE PREFERENCE <input type="text"/>	COST
WHAT MATTERS	LIFE <input type="checkbox"/> DISABILITY <input type="checkbox"/> DENTAL <input type="checkbox"/>	VACATION <input type="checkbox"/> _____
RESTRICTIONS	SICK LEAVE <input type="checkbox"/> _____	PERSONAL DAYS <input type="checkbox"/> _____
PREFERRED TIME FRAME	PENSION/PROFIT <input type="checkbox"/> _____	PARKING <input type="checkbox"/> _____
MOTIVATIONS	TUITION <input type="checkbox"/> _____	OTHER <input type="checkbox"/> _____
\$ / COMPENSATION	EXCLUSIVE <input type="checkbox"/>	