



Employment Verification Form

This Section to be filled out by Applicant:

I authorize _____ (Company Name) to furnish Palm Coast Data with the following employment history.

I also authorize Palm Coast Data to perform a criminal background check with the Florida Department of Corrections or any other appropriate Law Enforcement Agency.

Applicant Signature: _____

This Section to be filled out by Palm Coast Data:

Name of Applicant: _____ Social Security _____ - _____ - _____

Dates of Employment: From _____ to _____ Rate of pay: _____

Position held: _____

This Section to be filled out by Employer:

Palm Coast Data is respectfully requesting your assistance in obtaining previous employment information. Please verify and complete this form and return it to us via fax (386) 447-3184 or mail (prepaid envelope enclosed) at your earliest possible convenience. The information you supply us will be held in the strictest of confidence. Thank you for your time and effort in completing this form. Should you have any questions, do not hesitate to contact us at (386) 447-2332 or 447-2457.

Is the above employment information correct? Yes No

If no, Please provide correct information below: _____

Please evaluate individuals' job performance below:

Evaluation Dimensions	Excellent	Good	Fair	Comments
Job Knowledge				
Quality				
Punctuality				
Dependability				
Propensity for Violence				
Propensity for Discrimtn.				

Reason for termination: _____

Is applicant eligible for rehire? Yes No If no, please explain: _____

Signature of person filling out this form: _____

Title: _____

Date: _____

Palm Coast Data
6 Commerce Blvd.
Palm Coast, FL 32164
Ph: (386) 447-2457 or 447-2332
Fx: (386) 447-3184