



Employment Registration Information

PBSI provides human resources services for your supervisory employer (certain administrative functions like payroll, employment taxes, workers' compensation insurance, etc.). You have been conditionally hired by the supervisory employer and may be required to complete pre-employment verifications (drug screen, background check, etc.) prior to being hired. If you are hired, you will be employed by both PBSI and your supervisory employer. Please read and sign our Employee Acknowledgement Form, along with an I-9 and W-4, to complete the registration process.

PERSONAL INFORMATION

NAME _____
LAST FIRST MIDDLE

MAILING ADDRESS _____
STREET CITY STATE ZIP

PHONE _____ HOME CELL ALT PHONE _____ HOME CELL

EMERGENCY CONTACT _____
NAME RELATIONSHIP PHONE

POSITION APPLIED FOR _____ DATE AVAILABLE TO START WORK _____

PLEASE READ AND SIGN

I certify that the information contained in this registration form and all other paperwork pertaining to the hiring process is accurate and complete to the best of my knowledge and I understand that falsification and/or omissions of any detail are grounds for disqualification from consideration for employment, or if hired, for dismissal from employment.

I understand that no employment contract is being offered or implied by PBSI or my supervisory employer. I further understand that if hired, my employment and compensation can be terminated, with or without cause, and with or without notice at any time, at the option of either myself or my employers.

If hired, I understand that PBSI will be my administrative employer and I will be supervised by and report to my supervisory employer. If the contractual relationship between PBSI and the supervisory employer should end for any reason, and I continue to work for the supervisory employer, my employment with PBSI will be considered voluntarily terminated.

EMPLOYEE SIGNATURE DATE

FOR COMPANY USE ONLY:

CLIENT COMPANY _____ START DATE _____

JOB TITLE _____ PAYRATE _____ HOURLY SALARY

EMPLOYMENT STATUS: FULL-TIME PART-TIME ON CALL SEASONAL/TEMP

FOR PBSI USE ONLY:

WORKERS' COMP CODE _____ TRANSIT TAX: TM LC NONE PP ENTRY _____

TC ENTRY