



HOWARD JANITORIAL SERVICES



CONSENT FOR REQUEST

OF CRIMINAL HISTORY

I HEREBY AUTHORIZE THE CLARKE COUNTY SHERIFF'S OFFICE

**TO RECEIVE ANY GA CRIMINAL HISTORY RECORD INFORMATION PERTAINING TO ME WHICH
MAY BE IN THE FILES OF ANY STATE OR LOCAL CRIMINAL JUSTICE AGENCY IN GEORGIA**

I, _____

Last Name

First Name

Middle

Social Security Number _____

Height _____ Weight _____ Eye _____ Color Hair Color _____

Date of Birth _____ Sex _____ Race _____

Street Address _____ City _____ State _____ Zip _____

Authorize: Howard Janitorial Services

Authorized Human Resources Representative of Howard Janitorial Services

Mrs. Patricia Hale

855 Sunset Dr.

Athens Ga. 30606

(706)850-3558 to receive my criminal history record from the NCIC/GCIC database. I understand this request will only be used for employment purposes.

Signature Date

_____*

Signature of Parent/Guardian Date _____

Parental/Guardian consent is required for applicants under age 18.

Where information provided through your criminal history indicates criminal charges outside the state of Georgia, it is your responsibility as an applicant to provide the Howard Janitorial Services Human Resources Department with a copy of all criminal history records in all other applicable states. Failure to provide the required information may result in the disqualification of your application.

If hired, I _____ authorize the Howard Janitorial Services

Human Resources Department to perform periodic Criminal History background checks for the duration of my Employment with this company.

TO BE COMPLETED BY HUMAN RESOURCES PERSONNEL ONLY:

General Employment (Purpose code "E") _____

Employment with children (Purpose code "W") _____

Employment with criminal justice agency – civilian (Purpose code "J") (i.e. police dept. records technicians, intake clerks) _____

Employment with criminal justice agency – P.O.S.T. certified (Purpose code "Z") (i.e. Police Officer, Deputy Sheriff, Correctional Officer, Probation Officer, Communications Officer) _____