

# LEGAL NETWORK INC. – EMPLOYMENT APPLICATION

FILE ID	COUNSELOR	LAST	FIRST	MIDDLE NAME	SOCIAL SECURITY #	DOB (OPTIONAL)	W-4
ADDRESS		APT #	CITY		STATE	ZIP CODE	
HOME PHONE		BUSINESS PHONE		PAGER/CELLULAR		BEST NUMBER TO LEAVE A MESSAGE	
TEMP?	EVENING/WEEKEND	TEMP TO PERM	PERM	DATE YOU CAN START TEMP ASSIGNMENT _____	ARE YOU EMPLOYED NOW?	DESIRED POSITION:	
YES / NO	YES / NO	YES / NO	YES / NO	DATE YOU CAN START PERM ASSIGNMENT _____	YES / NO		
HAVE YOU EVER REGISTERED WITH LEGAL NETWORK BEFORE?		LIST OTHER AGENCIES REGISTERED WITH AND DATES:		HAVE YOU EVER BEEN CONVICTED OF A FELONY?		ARE YOU WILLING TO SUBMIT TO A BACKGROUND CHECK? YES / NO	
YES / NO	IF YES, WHEN: _____				YES/NO		
REFERRED BY:	HOW DID YOU HEAR ABOUT US?			WHERE HAVE YOU INTERVIEWED OR WORKED IN THE PAST YEAR?			
YEARS OF EDUCATION	DEGREES & SCHOOL				FOREIGN LANGUAGES		NOTARY PUBLIC? Y N YEAR ____
LEGAL EXPERIENCE CA _____	LEGAL EXPERIENCE NON-CA _____	PARALEGAL SCHOOL _____	ABA CERTIFIED PROGRAM? YES / NO YEAR COMPLETED _____	LAW DEGREE SCHOOL _____	YEAR COMPLETED _____	YEAR CA BAR PASSED _____	TRANSCRIPTION YES / NO _____
NAME OF PRESENT OR LAST EMPLOYER				LAW SPECIALTY		TELEPHONE NUMBER/ CONTACT	
ADDRESS				CITY		STATE ZIP	
JOB TITLE		DESCRIPTION OF WORK			SUPERVISOR		SALARY / WAGE
START DATE	LAST DAY WORKED	FULL-TIME OR PART-TIME?	REASON FOR LEAVING				
NAME OF PREVIOUS EMPLOYER				LAW SPECIALTY		TELEPHONE NUMBER/ CONTACT	
ADDRESS				CITY		STATE ZIP	
JOB TITLE		DESCRIPTION OF WORK			SUPERVISOR		SALARY / WAGE
START DATE	LAST DAY WORKED	FULL-TIME OR PART-TIME?	REASON FOR LEAVING				
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ADDRESS				CITY		STATE ZIP	
JOB TITLE		DESCRIPTION OF WORK			SUPERVISOR		SALARY / WAGE
START DATE	LAST DAY WORKED	FULL-TIME OR PART-TIME?	REASON FOR LEAVING				

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and agree to have any of the statements verified by Legal Network Inc. I authorize the references listed above, as well as all other individuals who Legal Network Inc. contacts, to provide any and all information concerning my previous employment and any other pertinent information that may be requested by Legal Network Inc. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to Legal Network Inc. as well as from the use or disclosure of such information by Legal Network Inc. or any of its agents, employees, or representatives. I authorize the above information and references to be verified. I agree to compensate Legal Network Inc. in the amount of \$5.00/hour for any hours worked as a result of my introduction to the employer by Legal Network Inc. unless the employment is authorized by Legal Network Inc. Legal Network Inc. is an equal opportunity employer that neither discriminates nor allows sexual harassment. Report any violations in writing to Legal Network Inc.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**PLEASE TURN PAGE OVER >**

# LEGAL NETWORK INC. EMPLOYMENT APPLICATION

COUNSELOR: \_\_\_\_\_

W4= \_\_\_\_\_ 19: Y / N

MISSING: \_\_\_\_\_

DATE	NAME	EMAIL
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Please provide number of years in each area of law:				Previous positions held:							
_____	ADMIRALITY	_____	CONST.DEFECT	_____	INTERNATIONAL	_____	SOCIAL SEC./DISABIL.	_____	ACCOUNTING	_____	IT SUPPORT
_____	ANTITRUST	_____	CONTRACTS	_____	LAND USE	_____	SPORTS/ENTRTNMNT.	_____	ACCOUNTS PAYABLE	_____	LAW CLERK
_____	APPELLATE	_____	COPYRIGHT	_____	LEGAL MALPRACTICE	_____	SUBROGATION	_____	ACCOUNTS RECEIVABLE	_____	LEGAL ASST.
_____	ARBITRATION	_____	CORPORATE	_____	LITIGATION	_____	TAX	_____	ADMIN. ASSISTANT	_____	LEGAL SECRETARY
_____	ASBESTOS	_____	CRIMINAL	_____	LICENSING	_____	TITLE INSURANCE	_____	ATTORNEY	_____	LEG.SEC.TRAINEE
_____	AVIATION	_____	DISC/PRE-TIRAL	_____	MARITIME LAW	_____	TOXIC WASTE	_____	BILLING CLERK	_____	MARKETING ASST.
_____	BAD FAITH INSURANCE	_____	DOC REVIEW	_____	MED. MALPRACTICE	_____	TRADEMARK FILING	_____	BOOKKEEPER	_____	MARKETING DIRECTOR
_____	BANKING	_____	EMPLOYMENT/LABOR	_____	MORTGAGE/HOA	_____	TRADEMARK LITG.	_____	CALENDAR CLERK	_____	NOTARY PUBLIC
7 11 13	BANKRUPTCY-CREDITOR	_____	ENVIRONMENTAL	_____	PATENT LITG.	_____	TRADEMARK PROSEC.	_____	CFO	_____	OFFICE ADMIN.
7 11 13	BANKRUPTCY-DEBTOR	_____	ESTATE PLANNING	_____	PATENT PROSEC.	_____	TRANSACTIONAL	_____	DATA ENTRY CLERK	_____	OFFICE SERVICES CLERK
_____	BANKRUPTCY TRUSTEE	_____	FAMILY	_____	PERSONAL INJURY-DEF.	_____	TRIAL 1ST CHAIR	_____	DOCKET CLERK-CIVL	_____	PARALEGAL-CERTIFIED
_____	BOND LAW	_____	FEDERAL	_____	PERSONAL INJURY-PLNTF.	_____	TRIAL 2ND CHAIR	_____	DOCKET CLERK-IP	_____	PARALEGAL-NON CERT
_____	BUSINESS LITIG.	_____	FINANCE	_____	PROBATE	_____	TRIAL BALANCE	_____	DOCUMENT REVIEW	_____	PAYROLL
_____	BUSINESS TRANS.	_____	FORECLOSURE	_____	PRODUCT LIABILITY	_____	TRUST	_____	EXEC. SECRETARY	_____	RECEPTIONIST
_____	CIVIL LITIGATION	_____	FRANCHISE	_____	PUBLIC/MUNICIPAL	_____	UNLAWFUL DETAINER	_____	FACILITIES MANAGER	_____	RECORDS CLERK
_____	COLLECTIONS	_____	GOVERNMENT	_____	REAL ESTATE LITG.	_____	WRK. COMP APPL.	_____	FILE CLERK	_____	RESEARCH ASSISTANT
_____	COMMERCIAL LITIG.	_____	HEALTH CARE	_____	REAL ESTATE TRANS.	_____	WRK. COMP DEFENSE	_____	FLOATER SECRETARY	_____	WORD PROCESSOR
_____	COMPLEX LITG.	_____	IMMIGRATION	_____	RISK MANAGEMENT	_____	OTHER: _____	_____	HUMAN RESOURCES	_____	OTHER: _____
_____	COMPLIANCE	_____	INSURANCE DEFENSE	_____	SECURITIES	_____		_____		_____	

Filings:			Documents:								
_____	STATE	_____	FAMILY	_____	ANSWERS	_____	EX PARTE MOTIONS	_____	REDLINING	_____	TIME SHEETS
_____	STATE E-FILING	_____	DISTRICT COURT	_____	CALENDARING	_____	INTERROGATORIES	_____	SERVICE OF PROCESS	_____	TRANSCRIPTION
_____	FEDERAL	_____	APPELLATE COURT	_____	COMPLAINTS	_____	JUDGMENT ENTRY	_____	SHEPARDIZING/CIT.	_____	OTHER
_____	FEDERAL E-FILING	_____	FOREIGN	_____	CORP. DOCUMENTS	_____	LEGAL RESEARCH	_____	STYLES	_____	_____
_____	BANKRUPTCY	_____	OTHER: _____	_____	DEPOSITIONS	_____	MACROS	_____	SUMMARIES	_____	_____
_____	EAMS	_____		_____	DOCKETING	_____	PLEADINGS	_____	TABLE OF AUTHOR.	_____	_____
_____		_____		_____	DRAFT LEGAL DOC.	_____	REAL ESTATE DOCS	_____	TABLE OF CONTENTS	_____	_____

Software:											
_____	ABACUS	_____	CPI	_____	INTERWOVEN	_____	MICROSOFT EXCEL	_____	PROFORMA	_____	TIME MATTERS
_____	ACROBAT	_____	COMPULAW	_____	JURIS	_____	MICROSOFT OUTLOOK	_____	PROLAW	_____	TIMESLIPS
_____	ADOBE	_____	CONCORDANCE	_____	LEGAL SOLUTIONS	_____	MICROSOFT PWRPNT.	_____	QUICKBOOKS	_____	WORDPERFECT
_____	ADP	_____	DISSOMASTER	_____	LEGAL TENDER	_____	MICROSOFT WORD 03	_____	QUICKEN	_____	OTHER
_____	CARPE DIEM	_____	DOCS OPEN	_____	LEXIS/NEXIS/WESTLAW	_____	MICROSOFT WORD 07	_____	SOFT SOLUTIONS	_____	_____
_____	CASE MAP	_____	ELITE	_____	MARTIN DEAN FORMS	_____	PACER	_____	SUMMATION	_____	_____
_____	CPA	_____	IMANAGE	_____	MICROSOFT ACCESS	_____	PC DOCS/HOT DOCS	_____	TABS	_____	_____

DATE	TITLE CODES			SKILL CODES		BLNGL	GEO PREFERENCE	EXPECTED SALARY
TESTS	TYPING	SPL.	MICROSOFT WORD	HOT BUTTONS	PERM NOTES:			
	LTR.	PLD	CIVIL PROCEDURE					
TEMP	GEO:		EXP. SALARY:	SALARY				
NOTES				LOCATION				
				SECURITY				
				CHEMISTRY				
				BENEFITS	IDEAL JOB:			
			GROWTH	STRENGTHS:				