

ACCOUNTING EXPERIENCE

GENERAL ACCOUNTING

- General Ledger
- G/L Analysis
- Divisional Ledger
- Subsidiary Ledger
- Consolidations
- Bank Reconciliation
- Financial Analysis
- Cash Management
- Cash Flow
- Fixed Assets
- Depreciation

ACCOUNTS PAYABLE

- Matching/Coding
- Disbursements
- Vouchering
- Journalization
- Purchase Orders
- Reconciliations

ACCOUNTS RECEIVABLE

- Cash Applications
- Charge Backs
- Collections
- Aging
- Billing
- EFT/Lockbox

PAYROLL

- Union

- Computerized
- Manual
- ADP
- Journalization
- 940'S/941'S
- Timekeeper

BUDGET

- Departmental
- Consolidated
- Control

INVENTORY

- Inventory Control
- Material Control
- Perish./Obsolete
- LIFO
- FIFO
- Physical
- Cost Basis
- Perpetual
- High Volume
- Low Volume

TAX

- Corporate
 - Prep
 - Review
- Partnership
 - Prep
 - Review

- Individual
 - Prep
 - Review
- Sales/Use
- Multi-State
- Consolidation
- Law

COST

- Job Cost
- Standard
- Process
- Direct
- Product
- Analysis

FINANCIAL REPORTING

- Consolidations
- Balance Sheet
- Monthly P&L's
- Cash Basis
- Accrual basis

EXTERNAL AUDIT

- Year-End
- Interim
- Consolidations
- Worksheets
- EDP

INTERNAL AUDIT

- Financial

- International
- Divisional
- Subsidiary
- Prep Work

INDUSTRIES – PUBLIC

- Big 4
- Regional
- Local
- Sole Practice

INDUSTRIES – PRIVATE

- Manufacturing
- Service
- Retail
- Wholesale
- Distribution
- Real Estate
- Construction
- Banking
- Insurance
- Government
- Financial Services
- Healthcare
- Non-Profit
- High Tech
- Other _____
- Other _____
- Other _____
- Other _____

EDUCATION

- | | | | | |
|--|-----------------------------|------|-------|---------|
| <input type="checkbox"/> BA | <input type="checkbox"/> BS | Year | Major | College |
| <input type="checkbox"/> Master's | | Year | Major | College |
| <input type="checkbox"/> CPA Certificate | | Year | State | |

ADDITIONAL EXPERIENCE NOT DOCUMENTED:

FOR WHAT LENGTH OF ASSIGNMENTS ARE YOU AVAILABLE?
 LOOKING FOR FULL-TIME EMPLOYMENT? YES NO

MINIMUM HOURLY RATE FOR TEMPORARY WORK:
 MINIMUM ANNUAL SALARY FOR REGULAR WORK:

HOW WILL YOU GET TO YOUR ASSIGNMENT? CAR BUS OTHER

LIKES IN PREVIOUS JOBS:
 DISLIKES IN PREVIOUS JOBS:

ASSIGNMENT PREFERENCE AREAS (select as many that may apply):

- | | | | |
|-----------------------------------|-------------------------------------|-----------------------------------|---|
| <input type="checkbox"/> ANY AREA | <input type="checkbox"/> PHOENIX | <input type="checkbox"/> GLENDALE | <input type="checkbox"/> PEORIA |
| <input type="checkbox"/> TEMPE | <input type="checkbox"/> SCOTTSDALE | <input type="checkbox"/> MESA | <input type="checkbox"/> CHANDLER/GILBERT |

DATE AVAILABLE:
LEGALLY ELIGIBLE TO WORK IN THE U.S.?
 YES NO
ARE YOU AGE 18 OR OLDER? YES NO
BI-LINGUAL YES NO LANGUAGES:

STUDENT? YES NO
SELECT DAYS YOU CAN WORK:
 M T W TH F S S
SHIFT(S): DAY SWING GRAVE

IN CASE OF EMERGENCY NOTIFY:

NAME:
RELATIONSHIP:
HOME PHONE:
BUSINESS PHONE:

NAME OF FAMILY PHYSICIAN:
PHYSICIAN'S PHONE:

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES NO
IF YES, EXPLAIN

CONVICTION OF A CRIME IS NOT AN AUTOMATIC BAR TO EMPLOYMENT. FACTORS SUCH AS THE NATURE AND GRAVITY OF THE CRIME, THE LENGTH OF TIME PASSED SINCE THE CONVICTION AND/OR COMPLETION OF ANY SENTENCE, AND THE NATURE OF THE JOB FOR WHICH YOU ARE APPLYING WILL BE CONSIDERED.

I authorize the investigation of all matters that ATS, Inc. deems relevant to my qualifications for employment, including all statements made in this application and in any attachments or supporting documents. I authorize you to request and receive such information and I release from all liability any person (such as former supervisors) or employers supplying it. I also release you from all liability that might result from making the investigation. I certify that the facts and information in this application and in any attachments or supporting documents are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission, as well as any misleading statements or omissions, will be cause for denial of employment or immediate termination, regardless of when or how discovered. I understand and agree that if I am offered and accept a position, I will be working for ATS, Inc. on temporary assignments at its client's offices. I also understand that I may resign or be terminated, or that ATS, Inc. may decide to cease using me, without cause or notice at any time. It is hereby agreed that I will obtain permission from ATS, Inc. before discussing full time employment with an ATS, Inc. client. I agree to follow all existing and future ATS, Inc. policies and rules. I understand that ATS, Inc. has the right to make changes in wages, hours and working conditions as it deems appropriate, and to interpret and apply, in its sole judgment, all of its policies and rules. I also understand that all changes or contracts must be in writing and that all contracts must also be signed by both parties to be valid. I understand that I may be required to submit to pre- or post-assignment physical examination and/or urinalysis tests for the presence of drugs and/or alcohol. I agree to such examinations and/or testing at ATS, Inc.'s expense. I authorize release of the results to ATS, Inc. (and any client who requires it) and their use to evaluate my suitability for employment. I also release ATS, Inc. from all liability arising out of or connected with the examinations and/or testing.

I HAVE READ ALL THE ABOVE STATEMENTS AND THOSE IN THE ORIENTATION PACKET, AND I HAVE REVIEWED ALL THE INFORMATION I PROVIDED IN THIS APPLICATION AND IN ANY ATTACHMENTS OR SUPPORTING DOCUMENTS YES NO

Signature _____ Date _____

