

**CITY OF SOUTH PORTLAND
DEPARTMENT OF GENERAL ASSISTANCE
JOB SEARCH / EMPLOYMENT VERIFICATION**

Issued to: _____ Date: _____

You are to apply in person (telephone calls not acceptable) and leave an application or resume at each company you list on this form at least 5 businesses each week. Please complete this form and drop it off at the General Assistance Department or South Portland Information Desk **at least two business days** prior to your appointment so that we may verify the information you listed. **If you apply on line, please print verification.**

1. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

2. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

3. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

4. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

5. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

6. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

7. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

8. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

9. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

10. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

11. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

12. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

13. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

14. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

15. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

16. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

17. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

18. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

19. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

20. **DATE/TIME** Company _____
Address _____

Person I spoke with _____
Position I applied for _____ Phone _____
Results of application: ()Left application ()Interviewed ()Not hiring

I hereby swear and affirm that **I went in person to apply for work at the named potential employers** on the dates stated, **and that I left an application or resume for bona fide employment, unless I applied on-line, I have provided attached verifications. In signing below, I grant permission for the City of South Portland to contact the above companies to verify my information.** I understand that it is unlawful to make false statements to the General Assistance Administration, either orally or in writing, and that a false representation willfully made to obtain assistance will result in a 120-day disqualification for assistance and possible prosecution for fraud.

Client's Signature _____ **Date** _____

Received by: Kathleen W. Babeu, GA Program Manager **Date** _____

RESOURCES FOR SECURING EMPLOYMENT

www.mainecareercenter.com

www.craigslist.com

www.servingschools.com

www.indeed.com

www.jobsinme.com

www.snagajob.com

Singlesource Staffing: 541-9000

Leddy Group: 775-6502

Maine Staffing Group: 797-7705

Interim Healthcare: 775-3366

Manpower: 774-8258

Alternative Warehouse Services: 799-2758

Rockcoast Personnel 799-6732

Adecco: 772-2882

Labor Ready: 774-1500

Bonney Staffing: 773-3829

Kelly Services: (So Po) 774-9809

Best Employment: 874-0055 & 772-0366