

If I come to work for ARRC Technology, what can I expect?

Our Mission

At ARRC Technology, it is our mission to design and develop technology solutions for individuals and business clients that are cost effective, more efficient, and encompass all computer, network, communication, and cabling needs.

It is our job and privilege to provide our clients with the best technology experience possible.

PROVIDING SOLUTIONS & MANAGING EXPERIENCES

ARRC Technology designs and manages technology projects beginning with the cabling and infrastructure, the computer workstations and network, and ending with communications and phone system. All our technicians are expertly educated in their division, and then cross trained in other divisions to provide total project understanding and expertise. ARRC Technology is the largest company emerging in our area designing and successfully implementing these total technology solutions.

The ARRC Way of Thinking...

ARRC Technology stays ahead of the standard in our area for companies competing in our industry. We do this by keeping our employees at the top of their game through multiple training experiences, employee discounts on our products, company trips and events, competitive pay, employer-paid health benefits, and great company bonus plans. We care about our employee's success and well-being and enjoy giving back what we receive from our people. But, this all takes the right kind of person and the right attitude...

At ARRC, customer service is not just a term-- its a mind set! Whatever we can do to be of service to our customers--we do. From carrying systems through the front door, to wrapping their holiday gifts we are eager to serve and make their day better. Computers, networks and phone systems can be troubling. It is our job to take the frustration from our clients and turn it into an award winning experience. To accomplish this, you must be willing to be on-time everyday, work hard, expect overtime, perform job-related duties you may not want to, listen to and solve client problems and issues, and be more than willing--if not happy--to do so. It will be your job to be of positive service to clients and co-workers.

Our way of thinking is not for everyone. If you are doubting you can work with this mind set, please end your application process here.

Benefits at ARRC

- ***Employer paid health benefits***
- ***Dental Insurance***
- ***Family Life Insurance***
- ***401 (k) Retirement Plan***
- ***Employee product discount***
- ***Extra Bonus Plans***
- ***The "Wheel of Destiny"***
- ***Employee Trips and Incentives***
- ***Access to Employee Library***
- ***Employee Training & Certs***
- ***Company Tools and Vehicles***
- ***Support Staff***

continued on reverse

Dress Policy

Appropriate Business Attire Policy provides a professional work environment with more individual responsibility.

Employee's are representatives of ARRC Technology. It is ARRC Technology's opinion that business attire contributes to a professional environment. The manner in which people dress is synonymous with the commitment to the quality of the organization. ARRC Technology does not want to be overly specific in defining appropriate business attire. Clothing should be neat and in good taste. It is expected that all ARRC Technology employees comply with the following dress policy:

- (A) Business attire or uniform is the preferred dress. For men, business attire is defined as shirt with a collar and slacks. For women, business attire is defined as dresses and/or dress pants/shirts.
- (B) Inappropriate attire would include worn-out jeans (of any color), stretch pants, dirty tennis shoes, worn-out shorts, sweat suits, tights, halter tops, warm-up suits, hiking boots, tee shirts, shirts without collars, or any other casual attire.
- (C) Tattoos will be covered at all times. No facial piercings allowed. All accessories must be kept in good taste and at the discretion of management for safety and presentation.
- (D) Hair must be kept managed and neat. For men, short hair, no more than collared length and facial hair must be well groomed and trimmed.

Additional Requirements Include...

- ***Background Check***
 - ***DMV***
 - ***Credit History***
 - ***Criminal History Check***
- ***Verification***
 - ***Employment History***
 - ***Education Status***
 - ***Previous Job References***
- ***Technical Test***
 - ***Learning More About ARRC Technology!***

We look forward to your interview process!



Application for Employment

INC 5000
Company



Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

Position(s) applied for _____ Social Security # _____ Date of Application _____

Name _____ Birthdate _____
LAST FIRST MIDDLE

Address _____
STREET CITY STATE ZIP

Telephone # (____) _____ Mobile/Beeper/Other Phone # (____) _____ E-mail Address _____

If you are under 18, and it is required, can you furnish a work permit?..... Yes No

If no, please explain _____

Have you ever been employed here before? If yes, give dates and positions _____ Yes No

Are you legally eligible for employment in this country?..... Yes No

Date available for work..... What is your desired salary range?.....\$ _____

Type of employment desired Full Time Part Time Temporary Seasonal Educational Co-Op

Are you able to meet the attendance requirements of the position?..... Yes No

Have you ever pled "guilty" or "no contest" to, or been convicted of a crime?..... Yes No

If yes, please provide date(s) and details _____

ANSWERING "YES" TO THESE QUESTIONS DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT, FACTORS SUCH AS DATE OF THE OFFENSE, SERIOUSNESS AND NATURE OF THE VIOLATION, REHABILITATION AND POSITION APPLIED FOR WILL BE TAKEN INTO ACCOUNT.

Driver's license number if driving is an essential part of the job function _____ State _____

Employment History

Provide the following information of your past four (4) employers, assignments or volunteer activities, starting with the most recent.

FROM	TO	EMPLOYER	TELEPHONE ()
STARTING JOB TITLE / FINAL JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
MAY WE CONTACT FOR REFERENCE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER			
REASON FOR LEAVING		HOURLY RATE START \$ PER FINAL \$ PER	
FROM	TO	EMPLOYER	TELEPHONE ()
STARTING JOB TITLE / FINAL JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
MAY WE CONTACT FOR REFERENCE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER			
REASON FOR LEAVING		HOURLY RATE START \$ PER FINAL \$ PER	
FROM	TO	EMPLOYER	TELEPHONE ()
STARTING JOB TITLE / FINAL JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
MAY WE CONTACT FOR REFERENCE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER			
REASON FOR LEAVING		HOURLY RATE START \$ PER FINAL \$ PER	
FROM	TO	EMPLOYER	TELEPHONE ()
STARTING JOB TITLE / FINAL JOB TITLE		ADDRESS	
IMMEDIATE SUPERVISOR AND TITLE		SUMMARIZE THE NATURE OF WORK PERFORMED AND JOB RESPONSIBILITIES	
MAY WE CONTACT FOR REFERENCE <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER			
REASON FOR LEAVING		HOURLY RATE START \$ PER FINAL \$ PER	

Skills & Qualifications

Summarize and training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

Educational Background

NAME AND LOCATION	NUMBER OF YEARS COMPLETED	TELEPHONE		COURSE OF STUDY
HIGH SCHOOL				
COLLEGE		MAJOR	DEGREE	
OTHER				

References

NAME	TELEPHONE	NUMBER OF YEARS KNOWN

Applicant Statement

I certify that all the information I have provided in order to apply for and secure work with the employer is true, complete and correct.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (I) cancel further consideration of this application, or (ii) immediately discharge me from the employer's service, whenever it is discovered.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employer, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume' or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking gathering and using such information in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that the employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that ARRC Technology, at its sole discretion, may obtain a personal credit report from a Consumer reporting agency. This credit report may be a consideration in a decision on whether or not to hire applicant.

I understand that I may be required to submit to a drug test as a condition for employment and that the results of the drug test may effect my eligibility for employment with ARRC Technology.

I understand that this application remains current for only 30 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied, oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I Certify that I have read, fully understand and accept all terms of the forgoing Applicant Statement.

Signature of Applicant _____ Date _____