

YMCA of Greater Cincinnati EMPLOYMENT INQUIRY RELEASE

In conjunction with my application for employment (including contract services) with the YMCA of Greater Cincinnati, I understand that you intend to hire Selection Management Systems (SMS) to obtain "Consumer Reports" about me as defined in the Fair Credit Reporting Act (FCRA). These "Consumer Reports" may include information concerning my character, academic background, credentials, work habits, work performance, work experience, reasons for work termination, or general reputation. You may also seek information concerning my employment history, motor vehicle record, education background, civil litigation history and/or criminal record.

I understand that as a condition of my consideration for employment with the YMCA of Greater Cincinnati, or as a condition of my continued employment with the YMCA of Greater Cincinnati you may rely on any or all of the above referenced information. If you contemplate making an adverse employment-related decision that will affect me based, in whole or in part, upon a "Consumer Report" obtained from SMS, I will be provided with a copy of the "Consumer Report" and a written summary of my "Consumer Rights" under the FCRA before you finalize that decision.

I have read the above disclosure and I hereby authorize the YMCA of Greater Cincinnati, SMS or its authorized agents to obtain the above referenced information about me. I also authorize all agencies, bureaus, employers, information services organizations and individuals to provide any of the above referenced knowledge or information they have concerning me. If I am hired, this authorization shall remain on file and shall serve as an on-going authorization for you to obtain "Consumer Reports" about me at any time during my employment with you. A photocopy or facsimile of this authorization shall be as valid as the original.

Signature _____ Date _____

Print Name _____
Last Name First Name Middle Initial

Social Security Number ____-____-____

Previous or Maiden Name (if applicable) _____

Street Address _____ City _____

State _____ Zip _____

Driver's License Number _____ State Issued ____

Identification purposes only: Date of Birth _____ Race _____ Sex _____

Hiring Manager use only:

Motor Vehicle Check: Yes [] No []

Position to be filled: _____ Branch: _____

Received by Human Resources: _____ Date: _____

The YMCA of Greater Cincinnati recognizes that age, sex and race are protected characteristics and that the information requested will not be used as a basis for any employment decision.