

***Application to Work as Independent Contractor***

***Outsource Marketing, Inc.***  
***250 West Dundee Rd, Suite 611, Wheeling, IL 60090-0611***

**omilfb@outsourcemarketinginc.com**

Please complete this form and email it with any attachments to [omilfb@outsourcemarketinginc.com](mailto:omilfb@outsourcemarketinginc.com). Equal access to programs and services is available to all persons.

I have read, fully understand and can comply with all the points explained in the preceding cover letter and wish to submit my application for the position of Independent Contractor.

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**Please complete all fields, answer all questions and type or write legibly**

Name \_\_\_\_\_

LAST

FIRST

MIDDLE

Address \_\_\_\_\_

STREET

CITY

STATE

ZIP

Phone # \_\_\_\_\_

Altern. Phone # \_\_\_\_\_

E-mail \_\_\_\_\_

Referred by \_\_\_\_\_

Advertisement \_\_\_\_\_

***Math Skills***

The following problems measure your understanding of basic math functions. You are to place a check mark in front of the appropriate response. While you will not be timed, you should complete this section within 3 minutes.

- |                   |                                                                                                                              |                  |                                                                                                                          |                  |                                                                                                                      |                    |                                                                                                                          |
|-------------------|------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------|
| 1) $348$<br>$+57$ | <input type="checkbox"/> 305<br><input type="checkbox"/> 395<br><input type="checkbox"/> 405<br><input type="checkbox"/> 415 | 2) $43$<br>$-15$ | <input type="checkbox"/> 28<br><input type="checkbox"/> 32<br><input type="checkbox"/> 38<br><input type="checkbox"/> 42 | 3) $28 \div 4 =$ | <input type="checkbox"/> 6<br><input type="checkbox"/> 7<br><input type="checkbox"/> 8<br><input type="checkbox"/> 9 | 4) $3 \times 13 =$ | <input type="checkbox"/> 29<br><input type="checkbox"/> 33<br><input type="checkbox"/> 36<br><input type="checkbox"/> 39 |
|-------------------|------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------------------------------------------------------------------|------------------|----------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------|

- |                   |                                                                                                                              |                    |                                                                                                                          |                    |                                                                                                                              |                  |                                                                                                                          |
|-------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------------------------------------------------------------------|
| 5) $585$<br>$+15$ | <input type="checkbox"/> 500<br><input type="checkbox"/> 590<br><input type="checkbox"/> 600<br><input type="checkbox"/> 610 | 6) $4 \times 15 =$ | <input type="checkbox"/> 50<br><input type="checkbox"/> 60<br><input type="checkbox"/> 70<br><input type="checkbox"/> 80 | 7) $495$<br>$+236$ | <input type="checkbox"/> 731<br><input type="checkbox"/> 741<br><input type="checkbox"/> 751<br><input type="checkbox"/> 761 | 8) $41$<br>$-19$ | <input type="checkbox"/> 19<br><input type="checkbox"/> 20<br><input type="checkbox"/> 21<br><input type="checkbox"/> 22 |
|-------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------------------------------------------------------------------------------------------------------|

- |                   |                                                                                                                          |                    |                                                                                                                              |
|-------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------|
| 9) $125 \div 5 =$ | <input type="checkbox"/> 15<br><input type="checkbox"/> 25<br><input type="checkbox"/> 35<br><input type="checkbox"/> 45 | 10) $561$<br>$-77$ | <input type="checkbox"/> 411<br><input type="checkbox"/> 474<br><input type="checkbox"/> 484<br><input type="checkbox"/> 486 |
|-------------------|--------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------------------------------------------------------------------------------------------|

score

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## ***Vocabulary and Spelling Skills***

The following questions measure your understanding of basic vocabulary and spelling. You are to place a check mark in front of the appropriate response. While you will not be timed, you should complete this section within 3 minutes.

1) Which word below is spelled correctly?

|          |          |
|----------|----------|
| Business | Business |
| Bisness  | Biznez   |

6) Which word below is closest in meaning to the word assemble?

|           |           |
|-----------|-----------|
| Dismantle | Storage   |
| Warehouse | Construct |

2) Which world below is spelled correctly?

|           |           |
|-----------|-----------|
| Guarantee | Guarante  |
| Garantee  | Gaurantee |

7) Which word below is closest in meaning to the word memorandum?

|           |           |
|-----------|-----------|
| Typing    | Storage   |
| Warehouse | Construct |

3) Which word below is spelled correctly?

|             |               |
|-------------|---------------|
| Profesional | Professional  |
| Perfesional | Proffessional |

8) Which word below is closest in meaning to the word significant?

|            |           |
|------------|-----------|
| Necessary  | Clear     |
| Impeccable | Important |

4) Which word is spelled correctly?

|         |          |
|---------|----------|
| Hourly  | Hourelly |
| Hourlay | Houerty  |

9) Which word below is closest in meaning to the word objective?

|            |       |
|------------|-------|
| Disapprove | Goal  |
| Diagnose   | Thing |

5) Which word below is spelled correctly?

|        |        |
|--------|--------|
| Retale | Ritail |
| Retail | Ritale |

10) Which word below is closest in meaning to the word absence?

|            |            |
|------------|------------|
| Attendance | Ulcer      |
| Vacancy    | Appearance |

Score

***Writing Skills***

In the space provided, please write why you feel you would be an asset to this company and what characteristics you possess that differentiates you from other applicants. Please include at least four to five sentences, using additional pages if necessary.

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Grammar (1-25) \_\_\_\_\_ Legibility (1-25) \_\_\_\_\_ Fluency (1-25) \_\_\_\_\_ Content (1-25) \_\_\_\_\_ Score \_\_\_\_\_

**Please attach a resume if available**

***Education and References***

**Education:** K-12 \_\_\_\_\_ High School Diploma \_\_\_\_\_ Attended College \_\_\_\_\_  
(yes/no) (yes/no) (yes/no)

Degrees Held \_\_\_\_\_  
(Give Details)

Additional Education \_\_\_\_\_  
(Give Details)

**Hobbies/Interests:** \_\_\_\_\_  
\_\_\_\_\_

**Please list 2 job references we may contact (provide current contact numbers & extensions):**

Company \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Phone# \_\_\_\_\_ Contact \_\_\_\_\_ Title \_\_\_\_\_

Job Title \_\_\_\_\_ Functions \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Company \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Phone# \_\_\_\_\_ Contact \_\_\_\_\_ Title \_\_\_\_\_

Job Title \_\_\_\_\_ Functions \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**Please give specific details of any sales, telemarketing, or related job experience:**

\_\_\_\_\_  
\_\_\_\_\_

**Please list three personal references not related to you that we may contact:**

| <u>Name</u> | <u>Relationship</u> | <u>Years Known</u> | <u>Phone#</u> |
|-------------|---------------------|--------------------|---------------|
| _____       | _____               | _____              | _____         |
| _____       | _____               | _____              | _____         |
| _____       | _____               | _____              | _____         |

***Your Computer Equipment Information***

1) Do you own a computer? (select one) Yes / No

Are you willing to use it for work? (select one) Yes / No

2) What operating system is installed? (select one)

Windows XP/7    Windows 10    Apple Mac    Linux    Other

3) Do you have High Speed Internet? (select one) Yes / No

4) Who is your internet service provider? (e.g. Comcast) \_\_\_\_\_

5) Do you own a printer? (select one)    Yes, Inkjet    Yes, Laser    No

6) Give details of your software applications & computer skills

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***Your Phone Services Information***

7) Do you have access to a landline at home? (select one) Yes / No

8) Who is your local phone company?

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9) If you do not currently have a landline, are you willing and able to install one at your own cost? (select one) Yes / No

Email this application to: [omilfb@outsourcemarketinginc.com](mailto:omilfb@outsourcemarketinginc.com)