



RED MOUNTAIN

Payroll & Bookkeeping Services

4710 E Falcon Dr, Suite 204

Mesa, AZ 85215

(480) 634-5068

www.rmpayroll.com

NEW EMPLOYEE APPLICATION

Name: _____

Address: _____

City, State, Zip Code: _____

Home Phone: _____ Work Phone: _____

Social Security Number: _____

Name of Company: _____

Title of Position: _____

Description of Duties: _____

Department Supervisor: _____

Original Hire Date: _____

Date of Birth: _____

Notify in Case of Emergency: _____

Relationship: _____ Phone: _____

Rate of Pay: _____ Hourly: _____ Salary: _____

Employment Status: FT _____ PT _____ Exempt _____ Non Exempt _____

Employee Signature: _____

Client Signature: _____