



Mansfield Parks & Recreation

Family, Fitness & Fun!

Volunteer Background Check Information

Information should be submitted directly online. **Please use the instructions below to submit your information prior to Monday's meeting.**

1. Copy and paste the following URL or click on the URL to enter the SSCI site.
2. Follow the on line prompts (a copy is listed below for reference)
3. Mansfield Parks and Recreation will receive results with 3 business days.

URL: https://ssci2000.secure-screening.net/escreening/OApp_LoginEntrance.asp?mode=direct&code=33270n

Welcome JOHN DOE

Thank you for your interest in our company. So that we can process your application without delay, please complete the following steps:

#1: Electronic Signature Confirmation - For your ease and convenience and to expedite the application process, we have made our application and/or our Disclosure and Authorization to perform a background check available for completion online. Accordingly, you will be asked to confirm your ability to sign and submit the application and other necessary information pertaining to your application electronically. If you do not wish to complete and sign the application electronically, you will be given the opportunity to print it out and submit it via fax or mail.

#2: Disclosure and Authorization for a Background Check - In connection with your application, you will be required to undergo a background check. As part of the application process, you will be asked to complete and electronically sign a disclosure and authorization allowing the company to contract with a third party consumer reporting agency, Southeastern Security Consultants, Inc., to conduct specific checks about your background.

#3: Completion of the Application (if applicable) - You will be asked to fully complete the Application to the best of your knowledge. Failure to complete all parts of the application will result in a delay in processing and/or rejection of the application.

ELECTRONIC SIGNATURE CONFIRMATION

You have been authorized to complete online documents in connection with your application. During this process, you will be asked to "sign" one or more of the online documents with an Electronic Signature. Please read the following carefully regarding the Electronic Signature process.

To sign a document electronically, type in your name and click both the "I Agree" button and the "Submit" button appearing at the bottom of the document. NOTE: Your Electronic Signature will not be applied to the document until you correctly complete all of these steps.

If you do not agree to sign the document electronically, click the "I do not agree" button.

When you have completed each document that requires your Electronic Signature, you may use your browser to view, print, or download the document before you sign it and/or after you sign it. Once all of the documents have been completed and signed, you may also view, download or print the complete, signed documents by clicking the "Print/Save" button on this page. You may also contact Mansfield Parks & Recreation at 860-429-3015 for a free copy of your application documents. Proper identification will be required.

Once the signature process is completed, your Electronic Signature will be binding as if you had physically signed hard-copies of the document by hand.

If you believe you are unable to provide your signature in an electronic format, contact the company directly to complete in a paper or non-electronic format. Please note that delays are possible if the process is completed in a paper/non-electronic format.

If at any point you would like to withdraw your consent for your Electronic Signature, or if you need to update information needed to contact you electronically, please contact Mansfield Parks & Recreation at 860-429-3015. Request to withdraw consent must be made in writing and will be effective as of the date it is received.

Consent to use Electronic Signatures:

I consent to provide an Electronic Signature rather than a handwritten signature in connection with my application and related documents and whenever I sign documents on this website.

I agree that and I certify that I will provide my full legal name as it appears on my driver's license or ID.

I understand that by providing my Electronic Signature and by clicking on the "I agree" button below, and clicking on the submit button below, that I am electronically signing this Consent. I also understand that when I am asked to sign other documents in connection with my application on this website, I will use the same process to electronically sign such documents.

I understand that my Electronic Signatures will be binding as though I had physically signed hard-copies of these documents by hand. I agree that a printout of this authorization may be accepted with the same authority as the original.

Name: *

First:

Middle:

Last:

Date: * mm/dd/yyyy

Enter the last 4 digits of your Social Security Number (or Government ID if you do not have a SS#) * :

Candidate's/Applicant's Signature * :

I Agree **I don't Agree**

By selecting 'I don't Agree' your application may be delayed or canceled.



Submitting... Please wait.

Submit