



## Application for Employment

**Important:** We hire persons that are looking to improve their lives! We are not interested in men and women that come to work just to fill the day and draw a check. Our business is not construction...we specialize in creating satisfied customers by helping them realize their dream project. We understand that you have a personal life but we also know your personal life spills over into your work life. Your over-all view of how you respect people plays a big role in how you perform your work and how you relate to others. If you fit the above criteria, please continue filling out this application. Whether you continue or not, best wishes!

We are an equal opportunity employer and do not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position(s) applied for or type of work desired: \_\_\_\_\_ Pay Desired: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Email: \_\_\_\_\_

Check one: Will you be available for: Full-time? [  ] Part-time? [  ] Temporary? [  ]

Date you will be available to start work: \_\_\_\_\_

Do you have experience in: Concrete work? [  ] Metal Building construction? [  ] Wood Construction? [  ]

If full time, are you able to meet the attendance requirements? Yes [  ] No [  ]

Do you have any restrictions or conditions which would prevent you from fulfilling the requirements of the job? Yes [  ] No [  ]

Do you have any objections to working overtime if necessary? Yes [  ] No [  ]

Do you have any objections to working on an occasional weekend? Yes [  ] No [  ]

Can you travel if required by this position? Yes [  ] No [  ]

If required, do you have the appropriate valid driver license? Yes [  ] No [  ]

Have you previously been employed by this organization? Yes [  ] No [  ]

Can you submit proof of legal employment authorization and identity? Yes [  ] No [  ]

Are you at least 18 years of age? Yes [  ] No [  ]

Have you been convicted of a crime in the last 7 years?

Yes [ ]

No [ ]

If yes, please explain \_\_\_\_\_

**Employment History:**

Please provide all employment information for your past 3 employers starting with current or most recent.

Are you employed now? Yes [ ] No [ ]

May we contact your present employer? Yes [ ] No [ ]

Employer (1): \_\_\_\_\_ Position held: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_ Ph.#: \_\_\_\_\_

Immediate supervisor: Name: \_\_\_\_\_ Title: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Salary/Per Hour: \_\_\_\_\_

Job Summary: \_\_\_\_\_

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

Employer (2): \_\_\_\_\_ Position held: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_ Ph.#: \_\_\_\_\_

Immediate supervisor: Name: \_\_\_\_\_ Title: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Salary/Per Hour: \_\_\_\_\_

Job Summary: \_\_\_\_\_

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

Employer (3): \_\_\_\_\_ Position held: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_ Ph.#: \_\_\_\_\_

Immediate supervisor: Name: \_\_\_\_\_ Title: \_\_\_\_\_

Dates employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Salary/Per Hour: \_\_\_\_\_

Job Summary: \_\_\_\_\_

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

**Education:**

Did you complete: Grade School? Yes [ ] No [ ] High School? Yes [ ] No [ ] College or Trade School? Years? [ ]

If you completed years in college or a trade school, what were the subjects studied and/or degrees earned?

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



**Personal References:**  
**Name**

**Ph. #**

**Address/City/St**

**Years Known**

**Relationship**

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Please complete and sign next page

I hereby authorize the potential employer to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representatives for seeking, gathering, and using such information to make decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so there is not violation of applicable federal or state law.

I understand that it is the policy of this organization not to refuse or hire or otherwise discriminate against a qualified individual with a disability because of that person's need for a reasonable accommodation as requested by the ADA.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

**I represent and warrant that I have read and fully comprehend the foregoing, and that I seek employment under these conditions.**

This application is good for only 6 months. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to fill out a new application.

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**Applicant Signature**

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**Date**

**Office Use Only:**

Date reviewed \_\_\_\_\_

HR Representative \_\_\_\_\_

Date of hire \_\_\_\_\_