

(POSITION)

**DRUG FREE WORKPLACE -
TESTING REQUIRED**

(H, X)

APPLICATION FOR EMPLOYMENT

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

Date of Application _____

Referral Source _____

Position Desired _____

Salary Desired _____

Name _____
Last First Middle

Maiden Name (if not applicable, please mark N/A) _____

Address _____

City, State, Zip Code _____

Home Number: _____ Cell Number: _____

Emergency Telephone _____ Contact _____

Email Address: _____

Job Name/Number: _____
Employer to Complete

HIRE DATE _____ **START DATE** _____ **WAGE** _____

(Office Use Only)

Have you filed an application for employment with us previously? Yes____ No____

If yes, give approximate date(s) and position applied for: _____

Do you have any relatives and/or friends employed by us? _____

If yes, what are their names? _____

Are you currently employed? Yes____ No____

May we contact your current employer? Yes____ No____

Are you on layoff and subject to recall? Yes____ No____

What date would you be available to begin work? _____

Please indicate which of the following schedules you are able to work:

Full Time _____ Part Time _____ Shift Work _____ Temporary _____

Evenings _____ Weekends _____ Other _____

Do you have a valid Driver's License? Yes____ No____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? (*Documentation proving legal right to work in the U.S. will be required upon hiring*) Yes____ No____

Have you been convicted of a felony within the last seven years? Yes____ No____

(Conviction of such a crime will not necessarily bar you from employment with us. Please note that we do check public records.)

If yes, please indicate nature of offense, date, court and disposition: _____

Is there anything that would prevent you from putting in a full days work on a continuing basis? Yes____ No____

If yes, please explain: _____

EMPLOYMENT HISTORY

Please provide current and past employment information as completely as possible, starting with your present or most recent employer. Attach additional sheets if necessary.

<i>Employer</i>	<i>Telephone</i>	<i>Dates Employed</i>		Summarize the type of work performed and job responsibilities
<i>Address</i>		From	To	
<i>Job Title</i>		Rate of Pay Starting		
<i>Supervisor</i>		\$	Per	
<i>Reason for Leaving</i>		Rate of Pay Final		
		\$	Per	
<i>May we contact for references?</i> Yes ___ No ___		\$	Per	

<i>Employer</i>	<i>Telephone</i>	<i>Dates Employed</i>		Summarize the type of work performed and job responsibilities
<i>Address</i>		From	To	
<i>Job Title</i>		Rate of Pay Starting		
<i>Supervisor</i>		\$	Per	
<i>Reason for Leaving</i>		Rate of Pay Final		
		\$	Per	
<i>May we contact for references?</i> Yes ___ No ___		\$	Per	

<i>Employer</i>	<i>Telephone</i>	<i>Dates Employed</i>		Summarize the type of work performed and job responsibilities
<i>Address</i>		From	To	
<i>Job Title</i>		Rate of Pay Starting		
<i>Supervisor</i>		\$	Per	
<i>Reason for Leaving</i>		Rate of Pay Final		
		\$	Per	
<i>May we contact for references?</i> Yes ___ No ___		\$	Per	

EDUCATIONAL BACKGROUND

School	Degree Diploma	GPA or Class Rank	Major	Minor

State any additional information you feel may be helpful to us in considering your application:

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

I give the employer the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering and using such information and all other persons, corporations or organizations for furnishing such information.

Boss Construction, Inc. does not unlawfully discriminate in employment and no question contained on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the employer, other than an authorized officer, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.

I understand that it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for reasonable accommodation as required by the ADA.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization and will be subject to a 90-day probationary period. I also understand that my offer of employment is contingent based on the findings of my Drug and Alcohol Test as well as my Criminal Background and Reference checks.

I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions

Signature of Applicant _____ Date _____