



Employment Application

Instructions: Please provide responses to all of the following inquiries. Do not merely state 'see resume'. If you need additional space for your responses, please attach additional sheets. In addition to this application, you may be requested to provide other information. We will only consider applications that are complete, signed and dated.

Personal Information- please PRINT

Position(s) applied for _____ Date of application _____

Type of employment desired: Full-time Part-Time Temporary Seasonal Educational Co-Op

Applicant Name: _____ Social Security # _____

Address: _____

City/State/Zip: _____

Referral: Advertisement Walk-in Relative Government Employment Agency

Employee/Name of Employee: _____ Other _____

Telephone: _____ Alternate Telephone: _____

Have you been previously employed by our organization: Yes If yes, when? _____ No

Have you submitted an application here before: Yes No

If yes, give date(s) and positions(s) _____

Do you have a legal right to be employed in the United States? Yes No

Are you of legal age to work? Yes No

If you are under 18 and it is required, can you furnish a work permit? Yes No

Have you ever been convicted of a felony? Yes No

When are you available to begin work? _____ What is your desired salary? \$ _____

Do you require reasonable accommodation during the screening process? Yes No

If so, please explain _____

Do you have a valid driver's license, if driving is an essential job function? Yes No

If yes, name of issuing state: _____ Number: _____ Expiration date: _____

Are you able to meet the attendance requirements of the position? Yes No

Will you work overtime if required? Yes No

If no please explain: _____

Our organization is committed to equal employment opportunity. We do not discriminate on the basis of age, race, sex, color, national origin, disability, martial status, religion or sexual orientation.

Current and Prior Employment:

Provide the following information of your past and current employers, assignments or volunteer activities, starting with the most recent (use additional sheets, if necessary). Explain any gaps in employment in comments section below.

Current Employer: May we contact this employer? Yes No Telephone (____) _____

Name of Employer:	Date Employed From To	Summarize the type of work performed and job responsibilities
_____	_____	_____

Address:		
_____		_____

Starting Job Title/Final Job Title:	Starting Hourly Rate/Salary	
_____	\$ _____ per	_____

Immediate Supervisor and Title:	Final Hourly Rate/Salary	
_____	\$ _____ per	_____

Reason for leaving: _____

Previous Employer: May we contact this employer? Yes No Telephone (____) _____

Name of Employer:	Date Employed From To	Summarize the type of work performed and job responsibilities
_____	_____	_____

Address:		
_____		_____

Starting Job Title/Final Job Title:	Starting Hourly Rate/Salary	
_____	\$ _____ per	_____

Immediate Supervisor and Title:	Final Hourly Rate/Salary	
_____	\$ _____ per	_____

Reason for leaving: _____

Comments: _____

Previous Employer: May we contact this employer? Yes No Telephone (____) _____

Name of Employer: _____ Date Employed From _____ To _____ Summarize the type of work performed and job responsibilities _____

Address: _____

Starting Job Title/Final Job Title: _____ Starting Hourly Rate/Salary _____
\$ _____ per _____

Immediate Supervisor and Title: _____ Final Hourly Rate/Salary _____
\$ _____ per _____

Reason for leaving: _____

Previous Employer: May we contact this employer? Yes No Telephone (____) _____

Name of Employer: _____ Date Employed From _____ To _____ Summarize the type of work performed and job responsibilities _____

Address: _____

Starting Job Title/Final Job Title: _____ Starting Hourly Rate/Salary _____
\$ _____ per _____

Immediate Supervisor and Title: _____ Final Hourly Rate/Salary _____
\$ _____ per _____

Reason for leaving: _____

Comments: _____

Educational Background

A. List the last three (3) schools attended, starting with the most recent. B. List the Number of years completed. C. Indicate the degree or diploma earned, if any. D. Grade Point Average or Class Rank. E. Major field of study. F. Minor field of study (if applicable).

A. School	B. # of years completed	C. Degree/Diploma	D. GPA/ Rank	E. Major	F. Minor
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Skills and Qualifications

Summarize any special training, skills, licenses and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying.

References

List three (3) business/work references that are *not* related to you and are *not* previous supervisors. If not applicable, list three (3) school or personal references that are *not* related to you. Please indicate if business or personal reference.

Name: _____ Company Name: _____

Address: _____ Position: _____

Telephone: _____ Years known to applicant _____ Business Personal

Name: _____ Company Name: _____

Address: _____ Position: _____

Telephone: _____ Years known to applicant _____ Business Personal

Name: _____ Company Name: _____

Address: _____ Position: _____

Telephone: _____ Years known to applicant _____ Business Personal

Certification

I certify that all information submitted by me on this application is accurate and complete. I understand that any false information, inaccuracies or misrepresentations may disqualify me from consideration or be a reason to terminate my employment. I understand the organization may contact former employers, educational institutions I have attended and personal references. Information obtained from these sources may be used in the organization's hiring decision.

Any offer of employment is contingent upon a negative result of a pre-employment drug screening examination. I hereby consent to a pre- and/or post-employment drug screen as a condition of my employment, if hired.

Applicant Signature _____ Today's Date _____

FAIR CREDIT REPORTING DISCLOSURE STATEMENT

Company Name: RAZORBACK CONCRETE COMPANY

In accordance with the provisions of Section 604(b)(2)(A) of the Fair Credit Reporting Act, Public Law 91-508, As amended by the Consumer Credit Reporting Act of 1996 (Title II, Subtitle D, Chapter I, of Public Law 104-208), you are being informed that reports verifying your previous employment, previous drug and alcohol test results, and your driving record may be obtained on you for employment purposes. These reports are required by Sections 383.413, 391.23, and 391.25 of the Federal Motor Carrier Safety Regulations.

Applicant's Signature

Date

Print Name

Social Security Number