

EMPLOYMENT APPLICATION



We are an equal opportunity employer. Race, Color, Ancestry, National origin, Religion, Sex, Disability, Age, Genetic information, Marital status, Sexual orientation, Gender identity and gender expression, AIDS/HIV status, Medical condition(s), Military Status or any class protected under state/federal laws are not factors in employment, promotion or compensation decisions.

Position Applied for:	Desired Pay:
How did you hear about this position (i.e. advertisement, employee referral)? :	Date available for work:

(If you need additional space for any part of this application, please attach a separate page to the back of this form.)

PERSONAL

Last Name	First	Middle	Today's Date
<i>(Please enter your full legal name)</i>			
Present Address			Home Telephone
City, State, Zip			Cell Phone
Mailing Address			E-Mail
City, State, Zip			

EDUCATION/TRAINING

School	Name and Location of School	Major	Did You Graduate?	Degree or Diploma
High School				
College/University				
Please rate yourself in each of the following areas on a scale of 1-10 (for maintenance positions only).				
Plumbing		Painting		
Drywall		Carpentry		
Electrical		HVAC		
List any relevant training/licenses or certifications/software proficiency, etc.				

QUESTIONNAIRE

Please answer the following questions to the best of your ability.

Do you have a valid Driver's License? Yes No

If yes, please indicate: State issued: License # Expiration Date:

Do you have a good driving record (e.g. DUI's in the last 5 years/multiple driving infractions in the same year)? ...
..... Yes No If no, please explain:

Are you legally eligible for employment in the U.S. (proof will be required if hired)?Yes No

If you are under 18 years of age, can you provide proof of your eligibility to work? Yes No

Will you now or in the future require visa sponsorship for employment? Yes No

If hired, would you be willing to submit to a background check/driving record check? Yes No

If hired, would you be willing to take a pre-employment drug-screening? Yes No

(Please note, all positions require a valid driver's license and a satisfactory driving record (as determined by our insurance), as well as a satisfactory background check and drug test in accordance with state and federal laws. If an infraction is found a determination will be made by management as to the significance and relevance to the job applied for, on a case by case basis. In addition, some positions require use of a personal vehicle to perform work. These positions require, in addition to the above, valid car insurance and registration.)

Have you been employed by this company before? Yes No

If yes, when?

Do you have any friends or relatives employed by this company? Yes No

If Yes, please provide their names and relationship to you:

Do you prefer full-time or part-time? Full-Time Part-Time

Are there any hours or days (Monday - Friday) you cannot work? Yes No

If yes, please explain:

If hired, would you be able to travel as needed to our different business locations? Yes No

If hired, do you have a reliable means of transportation to and from work? Yes No

If hired, would you be able to work overtime, if needed? Yes No

Are you able to perform all of the essential functions of the job with or without reasonable accommodation? ...

... Yes No

EMPLOYMENT HISTORY

List employment for the past 10 years, starting with your present job, including any military experience.

Are you currently employed? Yes No

May we contact your present employer? Yes No

Company Name & Address	Telephone
Job Title and Primary Duties	Reason for Leaving
	Start Date: End Date:
Name of Supervisor(s)	
Company Name & Address	Telephone
Job Title and Primary Duties	Reason for Leaving
	Start Date: End Date:
Name of Supervisor(s)	
Company Name & Address	Telephone
Job Title and Primary Duties	Reason for Leaving
	Start Date: End Date:
Name of Supervisor(s)	
Company Name & Address	Telephone
Job Title and Primary Duties	Reason for Leaving
	Start Date: End Date:
Name of Supervisor(s)	

REFERENCES

List three persons not related to you who have known you for at least one year and who would be willing to provide professional references regarding your work experience.

Name	Company & Position	Relationship & Years Known	Telephone No.

APPLICANT'S CERTIFICATION AND AGREEMENT

Please read the following information thoroughly and carefully.

I certify that the facts set forth in the Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal at any time. The company is hereby authorized to make any investigation of my prior educational and employment history including contacting any references.

I hereby authorize the references I have listed to provide information to the Company relevant to my application for employment, including information regarding my current and/or previous employment. In addition, I hereby agree to release all persons, schools, and employers of any and all claims, demands or liabilities arising out of, or in any way related to such disclosure. If the Company, in the course of conducting a background check, obtains information about me that is a matter of public record, I understand that I am entitled to a copy of these public record(s), as required by California law and may request a copy from Human Resources.

I understand that employment is "at will" which means that either I or the company can terminate the employment relationship at anytime, with or without prior notice, and for any reason not prohibited by law. It is further understood that this "at-will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the President/CEO of the company.

Signature _____

Date: _____