

## **APPLICATION FOR EMPLOYMENT** (PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

### **PERSONAL INFORMATION**

	DATE				NAME
NAME	SOCIAL SECURITY NUMBER				
LAST	FIRST	MIDDLE			
PRESENT ADDRESS					
STREET	CITY	STATE	ZIP		
PERMANENT ADDRESS					
STREET	CITY	STATE	ZIP		
PHONE NO.	ARE YOU 18 YEARS OR OLDER		YES <input type="checkbox"/>	NO <input type="checkbox"/>	
ARE YOU PREVENTED FROM LAWFULLY BECOMING EMPLOYED IN THIS COUNTRY BECAUSE OF IMMIGRATION STATUS?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	

### **EMPLOYMENT DESIRED**

POSITION	DATE YOU CAN START	SALARY DESIRED	FIRST
ARE YOU EMPLOYED NOW?	IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? Contact : _____ Phone number: _____		
ARE YOU AVAILABLE FOR TRAVEL?			
REFERED BY: _____			

EDUCATION	NAME AND LOCATION OF SCHOOL	*# OF YEARS ATTENDED	*DID YOU GRADUATE? ( YEAR )	MAJOR	MIDDLE
HIGH SCHOOL					
COLLEGE					
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL					

### **GENERAL**

What are your strongest skills in this business?  
\_\_\_\_\_

What are your weakest skills?  
\_\_\_\_\_

What do you enjoy most about this type of work?  
\_\_\_\_\_

Are you experienced in sitework layout and surveying? \_\_\_\_\_ Comments: \_\_\_\_\_

U.S. MILITARY OR NAVAL SERVICE \_\_\_\_\_ RANK \_\_\_\_\_ PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES \_\_\_\_\_

**FORMER EMPLOYERS** (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST).

DATE / YEAR	NAME OF EMPLOYER	SALARY	POSITION	TYPES OF PROJECTS
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

**REFERENCES:** GIVE THE NAMES OF PERSONS WHO CAN COMMENT ON YOUR EXPERIENCE AND SKILLS.

	NAME	COMPANY	BUSINESS TYPE	PHONE NUMBER
1				
2				
3				

"I CERTIFY THAT ALL THE INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS ARE DISCOVERED, MY APPLICATION MAY BE REJECTED AND, IF I AM EMPLOYED, MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME.

IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO CONFORM TO THE COMPANY'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR THE COMPANY'S OPINION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME BY THE COMPANY. I UNDERSTAND THAT NO COMPANY REPRESENTATIVE, OTHER THAN IT'S PRESIDENT, AND THEN ONLY WHEN IN WRITING AND SIGNED BY THE PRESIDENT, HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIC PERIOD OF TIME , OR TO MAKE ANY AGGREETMENT CONTRARY TO THE FOREGONG."

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_

REMARKS \_\_\_\_\_

WILLING TO TRAVEL \_\_\_\_\_ AVAILABILITY \_\_\_\_\_

NEATNESS \_\_\_\_\_ EXPERIENCE \_\_\_\_\_

HIRED:  YES  NO POSITION \_\_\_\_\_

SALARY/ WAGE \_\_\_\_\_ DATE REPORTING TO WORK \_\_\_\_\_

APPROVED: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

PROJECT MANAGER AREA SUPERVISOR PRESIDENT

This form has been designed to strictly comply with State and Federal fair employment practice laws prohibiting employment discrimination.