

**J & L CONTRACTORS INC
EMPLOYMENT APPLICATION**

Personal Information

Name		Social Security Number:		
		Date of Birth:		
Address	City/Town	State	Zip Code	
Cell Phone Number		Home Phone Number		

Salary desired	Date you can start working?	Are you currently employed? ____ Yes ____ No If so, where? _____ May we verify employment? ____ Yes ____ No
Have you ever been convicted of a crime? _____ Explain. _____ Do you have a valid driver's license? _____ Type? _____ Do you have any driving violations? _____		Do not report any arrest, charge, or conviction that has been erased. A conviction will not necessarily disqualify you from employment. Falsification of information regarding past convictions will disqualify you from employment.

Employment History

Employer name/address	Position/pay rate	Dates of employment	Reason for leaving	Supervisor name/ business phone
1.				
2.				
3.				

Job Skills

Do you have any concrete construction experience? _____ Explain.	Do you have any special skills you feel would benefit you in this line of work?
Do you know how to use a hammer? ____ Tape measure? ____ Any other construction tools? _____	

Education

Name & Location	Of School	# yrs attended	Did you graduate	Certificate/degree earned
Grammar School				
High School				
College				
Trade, business or other				
Have you served in the US Military or Naval service?				

Professional References

Please list 3 non related persons you have known at least one year.

Name	Address/Phone number	Nature of relationship / # of years

Authorization

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references and employers listed above to give you and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from any damage that may result form utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

This waiver does not permit the release or use of disability-related information in a manner prohibited by the Americans with Disabilities act (ADA) and other relevant federal and state laws.”

Signature

Date:

J & L Contractors

CONSENT/RELEASE FOR REFERENCE AND BACKGROUND CHECKS

Date: _____

Dear Applicant:

It is the policy of J & L Contractors to check references of previous employers and to undergo various background checks on all job applicants being considered for employment. This information will be obtained by contacting your employers and other references supplied by you. By signing this form, you are giving us the authorization to conduct such verifications.

I understand the J & L will conduct screening procedures in the following categories:

- 1. Previous employment**
- 2. Motor vehicle driving record**
- 3. Criminal record search**
- 4. Sex offenders registry**

To the best of my knowledge, none of the identified reviews listed above will disqualify me from employment. Continued employment is contingent upon acceptable results of employment screening.

If there is any part of this page you do not understand, please ask the interviewer about it before signing.

***Please submit your driver's license to the interviewer to provide a copy for DMV background check.**

Thank you.

Applicant signature

Printed name

Previous name(s) known by for reference checking

Date of Birth

Driver's License Number, State of issue and expiration date

Your address: (Street, City/Town, State, Zip)