

**J.S. Ridenour Construction, Inc.**

**APPLICATION FOR EMPLOYMENT**

Date: \_\_\_\_\_

**PERSONAL**

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Telephone: ( ) - Cell phone/Pager: ( ) -

Social Security #: - -

Pay Expected: \_\_\_\_\_ Will you work overtime if asked?  Yes  No

Have you ever applied for employment with us?  Yes  No

If yes: Month and Year \_\_\_\_\_ Location \_\_\_\_\_

Position Desired: \_\_\_\_\_ Are you legally eligible for employment in the United States  Yes  No

Apart from absence for religious observance, are you available for full-time work?  
 Yes  No If not, what hours can you work? \_\_\_\_\_

Other Special Training or skills (languages, machine operation, etc.):  
\_\_\_\_\_  
\_\_\_\_\_

**PREVIOUS EMPLOYMENT**

Company Name	Telephone: ( ) -
Address	Employed-(State month and year)
Name of Supervisor	From _____ To _____
State Job Title and Description of Work done	Weekly pay:
	Start _____ Last _____
	Reason for Leaving:
	_____
	_____

Company Name	Telephone: ( ) -
Address	Employed-(State month and year)
Name of Supervisor	From _____ To _____
State Job Title and Description of Work done	Weekly pay:
	Start _____ Last _____
	Reason for Leaving:
	_____
	_____

Company Name	Telephone: (    )    -
Address	Employed-(State month and year) From _____ To _____
Name of Supervisor	Weekly pay: Start _____ Last _____
State Job Title and Description of Work done	Reason for Leaving: _____ _____ _____

**EDUCATION**

Circle last year completed	Elementary	5 6 7 8
	High School	9 10 11 12
	College	1 2 3 4

Describe other education or training \_\_\_\_\_

**MILITARY**

Did you serve in the U.S. Armed Forces?  Yes  No

If "Yes," in what branch? \_\_\_\_\_

Describe any training relevant to the position for which you are applying.

\_\_\_\_\_

The following information requested if for a legally permissible reason, including, without limitation, national security considerations a legitimate occupational qualification or business necessity. The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal law also prohibits discrimination based on age, citizenship, and disability. The laws of most states also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based upon ancestry, marital status and sexually preference.

Provide dates you attended school:

High School: From \_\_\_\_\_ To \_\_\_\_\_ College: From \_\_\_\_\_ To \_\_\_\_\_

Other (give name and dates) \_\_\_\_\_

Are you a U.S. citizen?  
 Yes  No

Are you over 18 years of age?  
 Yes  No

What was your previous address?  
\_\_\_\_\_  
\_\_\_\_\_

Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by a court?  Yes  No

If "Yes," describe in full \_\_\_\_\_

State names of relatives and friends working for us, other than your spouse.  
\_\_\_\_\_

**SIGNATURE**

The information provided in this Application for Employment is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage and investigate a consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name of the agency so I may obtain from them the nature and substance of the information contained in the report. I also agree to pre-employment drug testing.

\_\_\_\_\_ Date \_\_\_\_\_ Signature