



Application for Employment

EQUAL OPPORTUNITY EMPLOYER

Prospective employees will receive consideration without discrimination because of their race, religion, color, sex, age, national origin, handicap or veteran status.

Personal

Last Name	First	Middle	Date
Street Address			Home Telephone
City, State, Zip			Work Telephone
Have You Ever Applied Here Before?		Date of Birth	Social Security#
Position Desired			Are you of legal age to work?
Aside from religious holidays, are you available to work full-time?			Are you available to work overtime?
Are you legally eligible for employment in the United States?			How soon can you start?
What kind of construction skills do you have?			

Education

School	Name & Location	Course of Study	Number of years completed	Did you graduate?	Degree or Diploma
High School					

College					
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Professional

Starting with your most recent place of employment, please list your last four jobs.

1

Company Name	Telephone
Address	Employed (month & year) <u>From</u> <u>To</u>
Name of Supervisor	Weekly Pay <u>Starting</u> <u>Ending</u>
Your Job Title & Description of Work	Reason for Leaving

2

Company Name	Telephone
Address	Employed (month & year) <u>From</u> <u>To</u>
Name of Supervisor	Weekly Pay <u>Starting</u> <u>Ending</u>
Your Job Title & Description of Work	Reason for Leaving

3

Company Name	Telephone
Address	Employed (month & year) <u>From</u> <u>To</u>
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Your Job Title & Description of Work	Reason for Leaving

May we contact any of the above employers? Yes ___ No ___

Do you have a valid driver's license?

Number: _____ **State:** _____

Have you ever been convicted of an offense against the law other than a minor traffic violation? (A conviction does not mean you cannot be hired. The offense and how recently you were convicted will be evaluated in relation to the job for which you are applying)
Yes _____ **No** _____ **If yes, please explain** _____

Do you have any physical condition which might limit your ability to perform the job for which you are applying? Yes _____ **No** _____
If Yes, describe this condition and how you can perform the job in spite of it. _____

Testing

Before employment with Western Builders all new applicants, whether new employees or rehires are required to be free of illegal drugs and controlled substance abuse. An offer of employment can, at Western Builder's sole discretion, be conditioned upon the successful completion of a test for illegal drugs and controlled substances.

No Right to a Hearing

A job applicant who is denied employment due to a positive test result yields their right to a hearing.

I acknowledge that I have read the above information and agree to a drug test as a condition of my employment.

Applicant's Signature _____

The information provided in this application for employment is true. If employed, any misstatement or omission of fact may result in my dismissal.

Applicant's Signature _____ **Date** _____

AFFIRMATIVE ACTION DATA COLLECTION FORM

Western Builders of Sylvania, Inc. is an Equal Opportunity Employer.

We request your cooperation in collecting the following information as part of our compliance with Federal Contracts, Executive Order 11246, as amended Section 503 of the Rehabilitation Act of 1973 as amended, and the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (VEVRAA).

Providing this information is completely voluntary and this information will be used only in accordance with state and federal regulations. No adverse action will result from failure to furnish this information.

Name: _____ Date: _____

Address: _____ Phone: _____

Gender: Male _____ Female _____

Are you 40 Years of age or older? Yes _____ No _____

Disabled: Yes _____ No _____

If Yes: Physical _____ Mental _____ Sensory _____

What is your Race/Ethnic Origin: Hispanic or Latino _____ White _____
Black or African-American _____ Native Hawaiian or Pacific Islander _____
Asian _____ American Indian or Alaska Native _____ Two or More Races _____

Are you a disabled veteran? Yes _____ No _____

Are you a protected veteran? Yes _____ No _____

Are you an armed forces service medal veteran? Yes _____ No _____

Are you a recently separated veteran? Yes _____ No _____

How did you learn about this job opening?

Walk-In _____ College/University _____ Job Service _____ Job Fair _____

Temp. Agency _____ Internet _____ Newspaper _____ Family/Friend _____

Employee Referral: _____

Other: _____