



www.kendrickexcavatinginc.com

APPLICATION FOR EMPLOYMENT

WE ARE AN EQUAL OPPORTUNITY EMPLOYER
Mandatory Pre-Employment Drug Testing Required

Date: _____

Last name First name Middle name Soc. Security no.

Address City State Zip Home Phone Number

Position(s) Applied For: _____ Cell Phone Number: _____

Driver's License Number _____ E-Mail Address: _____

EMPLOYMENT HISTORY: Begin with current or last job. Include military service assignments. **IF YOU NEED ADDITIONAL SPACE, PLEASE USE A SEPARATE SHEET OF PAPER.**

1. _____ / ____ / ____ - ____ / ____ / ____ (____) _____
Employer From To Phone Number

Address City State Zip

Job Title Supervisor Starting _____ Final _____
Salary/Rate of Pay

Major job duties/responsibilities

Reason for leaving May we contact this employer? Yes No

2. _____ / ____ / ____ - ____ / ____ / ____ (____) _____
Employer From To Phone Number

Address City State Zip

Job Title Supervisor Starting _____ Final _____
Salary/Rate of Pay

Major job duties/responsibilities

Reason for leaving May we contact this employer? Yes No

3. _____ / ____ / ____ - ____ / ____ / ____ (____) _____
Employer From To Phone Number

Address City State Zip

Job Title Supervisor Starting _____ Final _____
Salary/Rate of Pay

Major job duties/responsibilities

Reason for leaving May we contact this employer? Yes No

EDUCATION:

<u>School Name</u>	<u>Location</u>	<u>Yrs./Grade Compl.</u>	<u>Diploma/Degree</u>	<u>Course of Study</u>
_____	_____	9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
High School				
_____	_____	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Trade/Professional School				
_____	_____	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
Undergraduate College/University				

List any special qualifications, certifications, foreign languages spoken or skills: _____

PERSONAL INFORMATION:

- Yes No If under 18 years of age, can you provide proof of eligibility to work?
- Yes No Have you ever been convicted of a crime-other than a traffic violation? Conviction will not necessarily disqualify you from employment. If yes, please explain; _____
- Yes No Do you have any relatives or friends employed with us? If yes, who? _____
- Yes No Are you legally entitled to work in the United States?
- Yes No Do you have a valid CDL license? If yes, what class: _____
- Yes No Are you currently employed?

Date available to start work: _____

How did you hear of our company? Friend Relative Ad Agency Walk-in Other

APPLICANT'S ACKNOWLEDGMENT

This application shall be considered active for no more than 45 days. After that time, applicants will be required to resubmit a completed application. The applicant understands that neither this document nor any offer of employment from this employer constitutes an employment contract unless a specific document is executed in writing by the employer and employee.

I certify that answers given in this application are true and complete to the best of my knowledge. I authorize investigation into all statements I have made on this application as may be necessary for reaching an employment decision. In the event I am employed, I understand that any false or misleading information I knowingly provided in my application or interview(s) may result in discharge and/or legal action. I understand also that if employed, I am required to abide by all rules and regulations of the employer and any special agreements reached between the employer and me.

Signature

Date

Voluntary Data Record Survey

NOTE: THE DECISION TO SUBMIT THIS INFORMATION IS VOLUNTARY.

Applicants and employees are treated equally, without regard to race, color, religion, sex, national origin, age, marital or veteran status, medical condition or disability, or any other legally protected status. At the same time, as an employer with an affirmative action program, we comply with government regulations, including affirmative action responsibilities and reports where they apply. Government agencies periodically require reports on the status of protected employees. The purpose of the Voluntary Data Record is to

comply with government record keeping, reporting, and other legal requirements. These data are for statistical analysis with the respect to the success of the organization's affirmative action program only. Completing this Voluntary Data Record Survey is optional. All data records are kept in a confidential file and are not a part of you Application for Employment or Personnel File.)

Age: _____ Vietnam Era Veteran Disabled Veteran Disabled Check one: Male Female

Check one of the following (ethnic/racial background):

White Hispanic Black Asian/Pacific Islander Native American/Alaskan Other: _____

Voluntary Data Record Survey

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