

Southgate Masonry Employment Application

PLEASE PRINT ALL
INFORMATION
REQUESTED EXCEPT
SIGNATURE

APPLICATION FOR EMPLOYMENT

Southgate Masonry is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. We assure you that your opportunity for employment with Southgate Masonry depends solely on your qualifications.

PLEASE COMPLETE PAGES 1-4 DATE: _____

Name: _____
Last First Middle Maiden

Present Address: _____
Number Street City State Zip

How Long: _____

Telephone: (____) _____

If under 18, please list age: _____

Position applied for (1) _____
 and salary desired (2) _____
 (Be specific)

Days/hours available to work:
 No pref _____ Thur _____
 Mon _____ Fri _____
 Tue _____ Sat _____
 Wed _____ Sun _____

How many hours can you work weekly? _____ Can you work nights? _____

Employment Desired FULL TIME ONLY PART-TIME ONLY FULL-OR-PART-TIME

When available for work? _____

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NUMBER OF YEARS COMPLETED	MAJOR & DEGREE
High School				
College				
Bus./trade school				
Professional school				

HAVE YOU EVER BEEN CONVICTED OF A FELONY? No Yes

If yes, explain: _____

PLEASE PRINT ALL
INFORMATION
REQUESTED EXCEPT
SIGNATURE

APPLICATION FOR EMPLOYMENT

Work Experience Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of Employer:	Name of last supervisor	Employment Dates	Pay or salary
Address:		From:	Start:
City, State Zip		To:	Final:
Telephone	Your last job title:		
Reason for leaving (be specific):			
List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company.			

Name of Employer:	Name of last supervisor	Employment Dates	Pay or salary
Address:		From:	Start:
City, State Zip		To:	Final:
Telephone	Your last job title:		
Reason for leaving (be specific):			
List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company.			

PLEASE PRINT ALL
INFORMATION
REQUESTED EXCEPT
SIGNATURE



APPLICATION FOR EMPLOYMENT

DO YOU HAVE A DRIVER'S LICENSE? Yes No

What is your means of transportation to work? _____

Driver's license

Number: _____ State of Issue: _____ Operator Commercial (CDL) Chauffeur

Expiration date: _____

Have you had any accidents during the past three years? _____ How many? _____

Have you had any moving violations during the past three years? _____ How many? _____

OFFICE ONLY

Typing Yes No _____ WPM

10-key Yes No

Word Processing Yes No _____ WPM

Personal Computer Yes No PC Mac

Other Skills _____

Please list two references other than relatives or previous employers.

Name: _____ Name: _____

Position: _____ Position: _____

Company: _____ Company: _____

Address: _____ Address: _____

Telephone: () _____ Telephone: () _____

Use the space below to summarize additional information necessary to describe your full qualifications for the specific position for which you are applying.

Large empty rectangular box for summarizing qualifications.

ACKNOWLEDGEMENT
(PLEASE READ CAREFULLY BEFORE SIGNING)

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with Southgate Masonry creates an actual or implied contract of employment. I understand that if I accept employment with Southgate Masonry, it will be on an at-will basis. This means that either Southgate Masonry or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I understand that I may be required to submit to drug and alcohol testing and a background check as part of the employment process.

Signature of applicant: _____

Date: _____