

# APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

*All applicants are considered without regard to race, color, gender, religion, national origin, age, marital or veteran status, mental or physical disability unrelated to job performance or any other legally protected status.*

**POSITION APPLYING FOR:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## PERSONAL INFORMATION

Legal name: First \_\_\_\_\_ Last \_\_\_\_\_ Middle Initial \_\_\_\_\_

Address: Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Other Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Do you have a current driver license? \_\_\_\_\_ Class: \_\_\_\_\_ State: \_\_\_\_\_  
(if position requires operation of a company vehicle)

Are you legally eligible for employment in the United States?  Yes  No

United States Visa status, if applicable:

Have you been convicted of a felony?  Yes  No

If yes, please explain circumstances: \_\_\_\_\_

Are you at least 18 years old?  Yes  No

## POSITION INFORMATION

Position(s) applying for: \_\_\_\_\_ Salary desired: \$ \_\_\_\_\_

Employment status desired:  Full Time  Part Time  Temporary

What hours are you available to work? \_\_\_\_\_

If hired, when could you start? \_\_\_\_\_

How did you hear about this job? \_\_\_\_\_

The following three questions are voluntary, and will not affect your consideration for employment:

SEX:  Male  Female VETERAN:  Yes  No (If you are eligible for pref. points, submit DD214/DD215)

RACE:  White  Black  American Indian  Hispanic  Asian  Native Hawaiian or Other Pacific

Other \_\_\_\_\_  Do not wish to answer



<b>EMPLOYMENT HISTORY</b>		<i>(Most recent first)</i>	
1. <b>Job Title:</b>		* Duties:	
Employer:			
Dates of Employment (month   year) From:    To:			
Starting Salary:	Ending Salary:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	
Employer's Address:			
Supervisor:	May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No Phone:	
Reason for Leaving:			
2. <b>Job Title:</b>		Duties:	
Employer:			
Dates of Employment (month   year) From:    To:			
Starting Salary:	Ending Salary:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input checked="" type="checkbox"/> Temporary	
Employer's Address:			
Supervisor:	May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Phone:
Reason for Leaving:			
3. <b>Job Title:</b>		Duties:	
Employer:			
Dates of Employment (month   year) From:    To:			
Starting Salary:	Ending Salary:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	
Employer's Address:			
Supervisor:	May we contact?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Phone:
Reason for Leaving:			
4. <b>Job Title:</b>		Duties:	
Employer:			
Dates of Employment (month / year) From:    To:			
Starting Salary:	Ending Salary:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	
Employer's Address:			
Supervisor:	May we contact?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Phone:
Reason for Leaving:			

EDUCATION					
Type of school	Name and Location	Dates	Degree	Subjects	Did you graduate?
High School					
College University					
Graduate School					
Tech School					
Other					

Special courses, training or experience acquired, including military experience:

SKILLS	
Clerical /Office skills	
Computer skills	Name of software:
Languages	
Other special knowledge or skills	

Please describe any other experience, abilities or skills that might be helpful in considering your application:

### CERTIFICATION & AUTHORIZATION

I hereby certify that all statements made in this application are true and correct to the best of my knowledge and belief. I understand that any misrepresentations or omissions of facts in this application are grounds for disqualification from further consideration or for dismissal from employment.

I authorize the company to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position.

If employed, I agree to conform to the rules, regulations and policies of the company. I understand that I will be an employee "at will" and either the company or I may terminate my employment relationship at any time for any reason not in violation of law.

I hereby acknowledge that I have read and fully understand the forgoing and seek employment under these conditions.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**Disclaimer Notice to all applicants:** All companies associated with this office; B. Jackson Construction, Inc., C. Jackson Construction, Inc., Horizontal Directional Drilling/Willco, Inc. and Rocky Mountain Trenchless, Inc. will verify all new hires' eligibility through E-VERIFY. All new hires regardless of Race, Color, Religion or Gender will be verified within three business days of completing the I-9 form. All new hires regardless of Race, Color, Religion or Gender will have the opportunity to contest a Tentative Non-Confirmation and will not be discriminated against during the confirmation process. Termination will take place when Final Non-Confirmation is received.