

Application for Employment

Qualified applicants receive equal consideration. No question is asked for the purpose of excluding any applicant due to race, color, national origin, religion, age, sex, disability, veteran status, or any other characteristic protected under local, state or federal law. WE ARE AN EQUAL OPPORTUNITY EMPLOYER.

Name _____
Last First M.I.

Street Address _____

City _____ State _____ Zip _____

Telephone _____

Email Address _____

Employment Desired

Position _____ Available Starting Date _____

Full-time _____ Part-time _____

Employment History

Please list your complete employment history. List present or most recent employer first. Use an additional page, if necessary.

Employer	Employed (mo./Yr.) From: To:	Type of work performed	Present or last salary	Reason for leaving
Address/City				
Name of Supervisor				

Employer	Employed (mo./Yr.)	Type of work performed	Present or last salary	Reason for leaving
	From:			
	To:			

Address/City

Name of Supervisor

Employer	Employed (mo./Yr.)	Type of work performed	Present or last salary	Reason for leaving
	From:			
	To:			

Address/City

Name of Supervisor

Education

Schools	Name/Location	Last Yr. Completed	Major Courses	Diploma/Degree
High School		7 8 9 10 11 12		
College		1 2 3 4 more		
Business or Trade		Months Attended		

If you served in the United States Armed Forces, briefly describe the skills you acquired: _____

Personal Information

Are you legally authorized to work in the U.S.? Yes No

Note: you will be required to furnish documents to verify your eligibility for employment in accordance with the Immigration Reform and Control Act and your employment is contingent upon furnishing such documents.

Are you at least 18 years of age? Yes No

Have you ever been convicted of a crime or are there any pending charges against you?

A conviction does not automatically bar you from employment)

Yes No If yes, include details _____

Are you presently employed? Yes No If so, may we contact your present employer? Yes No

Do you know anyone currently employed by MCL Construction? Yes _____ No _____

If yes, please list names: _____

References

Name _____

Occupation _____

Address _____

City, State, Zip _____

Telephone Number _____

Name _____

Occupation _____

Address _____

City, State, Zip _____

Telephone Number _____

Name _____

Occupation _____

Address _____

City, State, Zip _____

Telephone Number _____

Conditions of Application

I certify that the answers given by me to the foregoing questions and statements are true and correct to the best of my knowledge without consequential omissions of any kind.

I agree that the Company shall not be held liable in any respect if my employment is rejected or subsequently terminated because of false statements, answers or omissions made by me in this application.

I understand that any misleading or incorrect statements may render this application void, and if employed, may lead to employment termination.

I understand that drug and alcohol testing may be included as part of the regular pre-employment physical.

In consideration of my employment, I agree to conform to the rules and regulations of this organization.

My employment and compensation can be terminated with or without cause and with or without notice, at any time, at the option of either my employer or myself.

Signature _____ Date _____

EQUAL EMPLOYMENT OPPORTUNITY VOLUNTARY SELF-IDENTIFICATION

Your contribution of this information is complete *voluntary* and refusal to complete this form will not affect any hiring or employment decisions. The information you provide is strictly confidential and will be maintained separate from your personnel file.

Please Check One: Male _____ Female _____

Indicate Appropriate Race/Ethnic Group:

White _____
Hispanic or Latino _____
Asian _____
Two or More Races _____

Black or African American _____
American Indian/Alaskan Native _____
Native Hawaiian _____
Other _____