

EMPLOYMENT APPLICATION

Our organization is an Equal Opportunity Employer and does not discriminate against any individual in any phase of employment in accordance with requirements of local, state and federal laws.



PERSONAL INFORMATION

Name: _____ Date: _____

Mailing Address: _____

Primary Telephone Number : () _____ Alternate Number: () _____

How did you hear about Hoerr Construction? _____

EMPLOYMENT INFORMATION

Position Desired _____ Available Start Date _____

If hired, are you able to submit verification of your legal right to work in the United States? YES NO

Are you able to perform the essential job functions of the position for which you are applying with or without reasonable accommodation? Yes No

EMPLOYMENT EXPERIENCE

List names and addresses of previous employers during the last five years. Begin with your most current employer.

1. Employer		Dates Employed		Work Performed
Address		From	To	
Telephone number(s)				
Job Title	Supervisor			
Reason for Leaving				

2. Employer		Dates Employed		Work Performed
Address		From	To	
Telephone number(s)				
Job Title	Supervisor			
Reason for Leaving				

3. Employer		Dates Employed		Work Performed
Address		From	To	
Telephone number(s)				
Job Title	Supervisor			
Reason for Leaving				

EDUCATION

Type of School Attended	School Name and Location	Did you Graduate? YES/ NO	Field of Study
High School: circle highest grade completed 9 10 11 12			
Additional Education Vocational, Technical, University, College			
Additional Training/Qualifications			

SPECIAL SKILLS AND QUALIFICATIONS
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PROFESSIONAL REFERENCES

List names and contact information of three professional references. Professional references may include previous co-workers, supervisors, instructors, or other individuals who are familiar with your professional experiences.

NAME OF REFERENCE	COMPANY NAME	JOB TITLE	TELEPHONE NUMBER

I authorize **HOERR CONSTRUCTION, INC.** to contact and obtain information about me from previous employers, educational institutions and “references” I provided, and any other party necessary to verify the accuracy of information I disclosed in this application, a related employment resume or a personal interview. To assist in the processing of my Application, I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other persons, corporations or organizations who provide information for this purpose.

This Application is not an employment agreement. Employment with **HOERR CONSTRUCTION, INC.** is at will. If I accept an offer of employment I understand the employer may terminate my employment at any time, with or without cause and without prior notice, unless required by law. I understand that no one, other than an executive officer of employer, has authority to enter into any employment agreement with terms contrary to the foregoing and then only in writing, signed by such officer.

Additional testing of job related skills and for the presence of drugs in your body may be required prior to employment. After an offer of employment, and prior to reporting to work, you may be required to submit to a medical review. Depending on company policy and the needs of the job, you may also be required to complete a medical history form and be examined by a medical professional designated by the company.

“This certifies that the application was completed by me, and that all entries on it and information contained in it are true and complete to the best of my knowledge. I understand that if I am employed, false statements may result in dismissal. I authorize **HOERR CONSTRUCTION, INC.** to make an investigation of any of the facts set forth in this application.”

I fully understand and accept all terms and conditions in the above statement.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

Applicant’s Signature

Date