

# Application for Employment

## Meyer Contracting Corporation

12 Charles Street

Pleasant Valley, NY 12569

(845) 635-1416 / Fax: (845) 635-1504

Meyer Contracting Corp. is committed to a policy of non-discrimination and equal opportunity for all employees and qualified applicants without regard to race, color, religion, national origin, ancestry, marital status, gender, age or disability. No question on this application is intended to secure information to be used for such discrimination.

Please complete this application accurately and thoroughly. Your application for employment will remain in our file for one year. Your application is our main source of information concerning your qualifications. It is not possible to interview all applicants and therefore, we ask that you be as specific as possible when completing this application. Please feel free to add any information you consider useful (i.e. resume) to assist in our selection of the most qualified applicant.

Date: \_\_\_\_\_

### Personal Information:

Name: \_\_\_\_\_  
First Middle Last

Address \_\_\_\_\_

Permanent Address (if different than above) \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Social Security Number \_\_\_\_\_

Are you a U.S. Citizen? \_\_\_\_\_ Yes \_\_\_\_\_ No

If you are under 18 years of age a work permit is required. Do you have a work permit \_\_\_\_\_ Yes \_\_\_\_\_ No

Have you ever been convicted of a felony? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes explain: \_\_\_\_\_

Do you have a driver's license? \_\_\_\_\_ Yes \_\_\_\_\_ No If no, do you have transportation to the jobs? \_\_\_\_\_

### Position/Type of Work Applying For: \_\_\_\_\_

1. Hours Sought: FT \_\_\_\_\_ PT \_\_\_\_\_ Temp \_\_\_\_\_ Summer \_\_\_\_\_

2. Date can begin work if hired: \_\_\_\_\_

3. Can you work overtime if needed? \_\_\_\_\_

4. How were you referred to our company? \_\_\_\_\_

5. Salary Requested: \_\_\_\_\_ Please do not use "negotiable" or leave this question blank.

**All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, green card, etc.) prior to starting work.**

**Special Skills:**

Commercial Phases of Work: \_\_\_\_\_

Residential Phases of Work: \_\_\_\_\_

List Own Major Tools: \_\_\_\_\_

CDL or Other Licenses: \_\_\_\_\_

**Professional Licenses/Certifications/Registrations:**

Type \_\_\_\_\_ State Issued \_\_\_\_\_

Type \_\_\_\_\_ State Issued \_\_\_\_\_

Are you OSHA Certified (10 hour course)? \_\_\_\_\_ Yes \_\_\_\_\_ No

**Education:**

High School \_\_\_\_\_ Years Completed/Diploma \_\_\_\_\_

College \_\_\_\_\_ Years Completed/Diploma \_\_\_\_\_

Tech. Training \_\_\_\_\_

Other: \_\_\_\_\_

**Employment History:** Please list most current first

1. \_\_\_\_\_  
 Company Name \_\_\_\_\_ Position Held / Duties \_\_\_\_\_  
 \_\_\_\_\_  
 Address \_\_\_\_\_ Dates Employed: \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_  
 \_\_\_\_\_  
 Manager / Supervisor \_\_\_\_\_ Telephone Number \_\_\_\_\_ May we contact this employer? \_\_\_\_\_  
 \_\_\_\_\_  
 Final Wage/Salary \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

2. \_\_\_\_\_  
 Company Name \_\_\_\_\_ Position Held / Duties \_\_\_\_\_  
 \_\_\_\_\_  
 Address \_\_\_\_\_ Dates Employed: \_\_\_\_\_  
 From \_\_\_\_\_ To \_\_\_\_\_  
 \_\_\_\_\_  
 Manager / Supervisor \_\_\_\_\_ Telephone Number \_\_\_\_\_ May we contact this employer? \_\_\_\_\_  
 \_\_\_\_\_  
 Final Wage/Salary \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

3. \_\_\_\_\_  
 Company Name \_\_\_\_\_ Position Held / Duties \_\_\_\_\_  
 \_\_\_\_\_  
 Address \_\_\_\_\_ Dates Employed: \_\_\_\_\_  
 \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
 \_\_\_\_\_  
 Manager / Supervisor \_\_\_\_\_ Telephone Number \_\_\_\_\_ May we contact this employer? \_\_\_\_\_  
 \_\_\_\_\_  
 Final Wage/Salary \_\_\_\_\_ Reason For Leaving \_\_\_\_\_

*\*\* Feel free to attach additional pages to complete employment history.*

**References:** Please list 3 non related references for us to contact

1. \_\_\_\_\_  
 Name \_\_\_\_\_ Telephone Number (best time to reach) \_\_\_\_\_  
 \_\_\_\_\_  
 Address \_\_\_\_\_ Years Known \_\_\_\_\_

2. \_\_\_\_\_  
 Name \_\_\_\_\_ Telephone Number (best time to reach) \_\_\_\_\_  
 \_\_\_\_\_  
 Address \_\_\_\_\_ Years Known \_\_\_\_\_

3. \_\_\_\_\_  
 Name \_\_\_\_\_ Telephone Number (best time to reach) \_\_\_\_\_  
 \_\_\_\_\_  
 Address \_\_\_\_\_ Years Known \_\_\_\_\_

I, \_\_\_\_\_ authorize Meyer Contracting to investigate all pertinent information concerning my application in order to determine my qualifications for employment. I understand that falsification, misrepresentation or omission of facts called for in this application may result in denial of employment or immediate dismissal.

I authorize all schools, criminal background checks, drug tests, Dept. of Motor Vehicles and investigation of all statements contained herein and the references and employers listed, my neighbors, friends or others with whom I am acquainted or who are acquainted with me to furnish the company with information used in connection with the evaluation of my qualifications as a prospective employee. I release such persons and organizations from any legal liability in making such statements.

In the event of my employment by Meyer Contracting, I agree to comply with all Meyer Contracting rules and regulations as they may be changed from time to time. I understand that neither this employment application, nor any other document constitutes a personal contract of employment. I further understand that my employment is for no stated term and may be terminated at the will of Meyer Contracting. In the event that I decide to leave Meyer Contracting I agree to give proper notice of resignation and I understand that , if I fail to do so, I will not be entitled to certain benefits which I should otherwise receive. In the event of resignation or termination, I agree to return all Meyer Contracting property (badges, uniforms, tools, keys, etc.). If these items are not returned, Meyer Contracting may withhold any final compensation (monies) due me until items/property is returned.

I have read, understood and agree to above statements.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date