

## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address \_\_\_\_\_  
Street Address Apartment/Unit #

\_\_\_\_\_

City State Zip Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available: \_\_\_\_\_ Union: \_\_\_\_\_

Position Applied For: \_\_\_\_\_

Are you a citizen of the United States?  Yes  No If no, are you authorized to work in the U.S.?  Yes  No

Have you ever worked for this company?  Yes  No If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No

If yes, explain:

\_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Did you graduate?  Yes  No Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ Did you graduate?  Yes  No Degree: \_\_\_\_\_

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

From: \_\_\_\_\_ to \_\_\_\_\_ Did you graduate?  Yes  No Degree: \_\_\_\_\_

### References

*Please list three professional references:*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_. Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference?  Yes  No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_. Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference?  Yes  No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_. Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference?  Yes  No

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.*

*I have read and understand the written job description.*

*I authorize Max Gray Construction, Inc. to investigate all statements contained in this application.*

*I authorize educational institutions or any employers listed in this application to provide information about me. I hereby release them from all liability for issuing such information. I hereby waive any privilege I have to such information.*

*In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge.*

*I have read the Max Gray substance abuse policy and I understand the contents.*

*I am able, either with or without reasonable accommodations, to perform essential functions of the job for which I am applying.*

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

**MAX GRAY CONSTRUCTION, INC. IS AN EQUAL OPPORTUNITY EMPLOYER**

Max Gray Construction participates in E-Verify, which is an internet-based system operated by the SSA and Department of Homeland Security used to verify eligibility of newly hired employees.