



Application for Employment

Please print

Position you are applying for _____

Desired Salary _____

Date Available for Work ____/____/____

APPLICANTS BEING CONSIDERED FOR HIRE MUST PASS A DRUG TEST BEFORE BEGINNING WORK. REFUSAL TO SUBMIT TO TESTING WILL RESULT IN DISQUALIFICATION OF EMPLOYMENT CONSIDERATION.

PERSONAL INFORMATION

<hr/>	<hr/>	<hr/>
Last Name	First Name	Middle Name
<hr/>	<hr/>	<hr/>
Mailing Address	City	State
<hr/>	<hr/>	<hr/>
()	Email Address	Social Security Number
<hr/>	<hr/>	<hr/>
Are you a U.S. Citizen?		{ }Yes { }No
Are you at least 18 years of age?		{ }Yes { }No
Do you have a valid driver's license? (Applicable only for certain positions)		{ }Yes { }No

Education & Training

SCHOOL NAME & LOCATION	NUMBER OF YEARS ATTENDED	MAJOR FIELD	DIPLOMA/DEGREE

Describe any other education or training which you feel is relevant to the job(s) for which you are applying. Also include relevant licenses & certifications. Please be specific.



EMPLOYMENT QUESTIONNAIRE

Have you ever been employed with us before? Yes No
If yes, give dates ____/____/____ - ____/____/____

Do you have any friends or relatives working here? Yes No
If yes, state name and relationship _____

Type of employment your seeking? Full Time Part Time

Are you currently on lay-off status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

EMPLOYMENT HISTORY (start with your present or most recent job)

Employer _____/____/____ - ____/____/____
Dates Employed

(____) _____ \$ _____ \$ _____
Work Phone Starting Pay Ending Pay

Address

City State Zip Code

Position Duties Performed

Supervisors Name and Title

Reason for leaving

Are you still currently employed here? Yes No

May we contact them? Yes No



EMPLOYMENT HISTORY

Employer

____/____/____ - ____/____/____
Dates Employed

(____) _____
Work Phone

\$ _____ Starting Pay \$ _____ Ending Pay

Address

City

State

Zip Code

Position

Duties Performed

Supervisors Name and Title

Reason for leaving

Are you still currently employed here? { }Yes { }No

May we contact them? { }Yes { }No

EMPLOYMENT HISTORY

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Work Phone

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Address

City

State

Zip Code

Position

Duties Performed

Supervisors Name and Title

Reason for leaving

Are you still currently employed here? { }Yes { }No



PERSONAL/PROFESSIONAL REFERENCES (Do not include family members or past employers)

Name	Title	Company	Phone

The essential functions of most jobs at Tru-Bilt Building Company will require that employees lift up to 50 lbs. frequently, bend and stoop frequently, stand and/or walk long periods of time, work at various heights, travel frequently, work nonstandard workweeks, and work in extreme temperatures. To the extent these functions may be applicable to the position for which you are applying; can you perform all of the above functions or perform all of the above functions with reasonable accommodation? Yes No

Answering "No" to this inquiry is not an automatic bar to employment. Tru-Bilt is an equal opportunity employer and complies with all facets of the American with Disabilities Act (and any applicable state laws).

Do you have any pending criminal charges against you? Yes No

Have you ever been convicted of a crime, regardless of whether it was a felony or misdemeanor? Yes No

If you answered "Yes" to either criminal background inquiries above, provide the date and county of the pending charge or conviction, the type of charge or conviction, and an explanation. (A pending charge or prior conviction will not automatically bar you from employment.)



ACKNOWLEDGEMENT AND AUTHORIZATION

- I certify that all answers given herein are true and complete to the best of my knowledge.
- I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.
- In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also, that I am required to abide by all rules and regulations of the employer.
- I hereby understand and acknowledge that unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and employer may discharge employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.
- I understand it is my responsibility to read and perform all the duties and procedures outlined in this job description in order to remain employed. I have familiarized myself with the information in this job description and will seek clarification if needed.

Signature of Applicant

Date

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital, or veteran status, or any other legally protected status.