

EMPLOYMENT APPLICATION

Date _____

We appreciate your interest in working at Boykin Construction. As an equal opportunity employer, our employment practices are in accordance with the laws that prohibit discrimination due to race, sex, age, disability, or national origin. All information will be treated confidentially. Please answer only the questions that apply.

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

Name _____
 Last First MI Social Security No.

Address _____
 Street Apt No.

City State Zip Code

Telephone No. _____ Email Address _____

Are You a U.S. Citizen? _____ Yes _____ No

If no, type of Visa and exp date _____ Alien Registration No _____
 * We use the **E-VERIFY** system to verify Social Security numbers

Drivers License No. _____ State _____ exp date _____
 license class: _____ endorsements: _____

Have you had any accidents during the past three years? How many? _____
 Have you had any moving violations during the past three years? How Many? _____

What is your means of transportation to work? _____

Position and Salary Desired _____

Date Available _____ Have you been employed here before? _____ Yes or No

EDUCATION AND TRAINING

Type of School	Name of School	Location (Mailing Address)	Number of years completed	Major & Degree
High School				
College				
Business or Trade School				
Professional School				

Have you ever been convicted of a crime? _____ Yes or No
 If yes, explain number of convictions, nature of offenses leading to convictions, how recently such offenses were committed, sentences imposed, and types of rehabilitation. _____

REFERENCES: Please list two references other than relatives or previous employers.

	Name	Employer/Position	Business Address & Phone No.
1			
2			

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.



EMPLOYMENT HISTORY

This portion of the application must be completed even if a resume is submitted. Starting with the most recent employer, list all full-time and part-time jobs, summer or volunteer work during the last 10 (ten) years. Include periods of military service, self-employment, unemployment. Please leave no unexplained gaps. Attach separate sheet if necessary.

1 Last or Present Employer	Telephone
Address	Employed From (<i>Month & Year</i>)
Supervisor's Name and Title	Earnings <i>Start</i> <i>Last</i>
List the jobs you held, duties performed, skills used or learned, promotions while you worked at this company.	Reason for Leaving (be specific)

2 Last or Present Employer	Telephone
Address	Employed From (<i>Month & Year</i>)
Supervisor's Name and Title	Earnings <i>Start</i> <i>Last</i>
List the jobs you held, duties performed, skills used or learned, promotions while you worked at this company.	Reason for Leaving (be specific)

3 Last or Present Employer	Telephone
Address	Employed From (<i>Month & Year</i>)
Supervisor's Name and Title	Earnings <i>Start</i> <i>Last</i>
List the jobs you held, duties performed, skills used or learned, promotions while you worked at this company.	Reason for Leaving (be specific)

4 Last or Present Employer	Telephone
Address	Employed From (<i>Month & Year</i>)
Supervisor's Name and Title	Earnings <i>Start</i> <i>Last</i>
List the jobs you held, duties performed, skills used or learned, promotions while you worked at this company.	Reason for Leaving (be specific)

We may contact the employers listed above unless you indicate those you do *not* want us to contact.

Do not contact employer number _____ Reason _____

This application will be kept in the company's active files only until the position for which it was submitted is filled. If the applicant is not hired, the applicant must fill out a new application to be considered for employment.

I hereby authorize the Company, either on its own or through an agent, to thoroughly investigate my references, work record, education and other matters related to my suitability for employment, such as criminal convictions. I, further, authorize my present employer or any former employer or any other party, including any Government or law enforcement agency and the references I have listed, to disclose to the Company and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure, except those which would indicate age, race, creed, color, sex, or national origin. In addition, I hereby release the Company, my former employers, and all other persons from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I agree to abide by all rules and regulations of the Company, and I understand that false statements or consequential omissions of any kind are sufficient grounds for denying employment or for dismissal.

Signature _____

Date _____