



## EMPLOYMENT APPLICATION

It is the policy of this company to provide equal employment opportunities to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, physical or mental handicap or veteran status.

All candidates for employment with Ammirato Construction, Inc. must fully complete, date, and sign the company's standard employment application form. A resume will not be accepted in lieu of a completed employment application; however, an applicant may refer to an attached resume on some sections of the application. The application form should be signed by the applicant to verify the accuracy and completeness of previous employment and personal information.

The company may investigate any portion of the requested information and may deny or later terminate the employment of anyone giving false, misleading, or incomplete information.

The completed employment application form will be made part of the personnel file of those applicants accepted for employment.

An employment application form completed by an applicant not selected for available openings will be maintained in an active file in the office for a minimum of twelve (12) months and reviewed as suitable openings occur.

**Please Print:**

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

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**Employment Desired:**

Position applying for: \_\_\_\_\_

What hourly wage are you looking to make? \_\_\_\_\_

Would you be available to work overtime, if necessary? .....  Yes  No

If hired, what date can you start work? \_\_\_\_\_

If hired, would you have a reliable means of transportation to and from work? .....  Yes  No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.) .....  Yes  No

**Education, Training, and Experience:**

**High School:**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_



**College/University:**

Name: \_\_\_\_\_ Did you graduate?  Yes  No  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Degree: \_\_\_\_\_ Major: \_\_\_\_\_ Minor: \_\_\_\_\_

**Vocational/Business:**

Name: \_\_\_\_\_ Did you graduate?  Yes  No  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Degree: \_\_\_\_\_ Specialty: \_\_\_\_\_

Do you have any experience, training, qualifications, or skills that you feel make you especially suited for work at Ammirato Construction, Inc.?

Yes  No

If so, please explain: \_\_\_\_\_  
\_\_\_\_\_

**Employment History:**

List below all present and past employment starting with your most recent employer (last five years is sufficient).

Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Type of Business: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ to: \_\_\_\_\_

Your Position and Duties: \_\_\_\_\_  
\_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

Name of Employer: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Type of Business: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_



Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Dates of Employment: From: \_\_\_\_\_ to: \_\_\_\_\_

Your Position and Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for a reference?  Yes  No

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**Attach additional page(s) if necessary.**

**Please Read Carefully, Initial Each Paragraph and Sign Below**

I hereby certify that I have not knowingly provided any information that might adversely affect my chance for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

**Initial:** \_\_\_\_\_

I hereby authorize Ammirato Construction, Inc. to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further authorize the references have listed to disclose to Ammirato Construction, Inc. any and all letters, reports, and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employer and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of, or in any way, related to such investigation or disclosure.

**Initial:** \_\_\_\_\_

I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and Ammirato Construction, Inc. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or Ammirato Construction, Inc., and that no promise or representations contrary to the foregoing are binding on Ammirato Construction, Inc. unless made in writing and signed by me and a Ammirato Construction, Inc. designated representative.

**Initial:** \_\_\_\_\_

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification documentation form upon hire.

**Initial:** \_\_\_\_\_



Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_