



GENERAL CONTRACTORS, INC.

# EMPLOYMENT APPLICATION

This policy states J. ADDINGTON GENERAL CONTRACTORS position on discrimination. This policy applies to all J. ADDINGTON GENERAL CONTRACTORS employees, volunteers, members, clients, and contractors.

J. ADDINGTON GENERAL CONTRACTORS, INC. follows an equal opportunity employment policy and employs personnel without regard to race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender expression, age, physical or mental ability, veteran status, military obligations, and marital status.

This policy also applies to internal promotions, training, opportunities for advancement, terminations, outside vendors, members and customers, service clients, use of contractors and consultants, and dealings with the general public.

**PLEASE COMPLETE THE ENTIRE APPLICATION, FILLING IN ALL LINES, AND PRINTING LEGIBLY. (REQUIRED FOR ELIGIBILITY)**

DATE: \_\_\_/\_\_\_/\_\_\_

NAME: \_\_\_\_\_  
(LAST) (FIRST) (MIDDLE) (MAIDEN)

PRESENT ADDRESS: \_\_\_\_\_  
(STREET)

(CITY) (STATE) (ZIP)

HOW LONG HAVE YOU LIVED THERE? \_\_\_\_\_ YEARS \_\_\_\_\_ MONTHS

IF LESS THAN 7 YEARS PROVIDE PREVIOUS ADDRESSES OF RESIDENCY:

ADDITIONAL ADDRESS # 1: \_\_\_\_\_  
(STREET)

(CITY) (STATE) (ZIP)

ADDITIONAL ADDRESS # 2: \_\_\_\_\_  
(STREET)

(CITY) (STATE) (ZIP)

HOME PHONE: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ CELL PHONE: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

OTHER PHONE: (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

SOCIAL SECURITY NO. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DATE OF BIRTH: \_\_\_/\_\_\_/\_\_\_

HOW DID YOU HEAR ABOUT US? \_\_\_\_\_

WHAT DREW YOUR INTREST TO OUR COMPANY? \_\_\_\_\_



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HAVE YOU EVER BEEN CONVICTED OF A FELONY?  YES  NO

IF YES PLEASE EXPLAIN: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DO YOU HAVE A VALID DRIVERS LICENCE?  YES  NO

WHAT IS YOUR MEANS OF RELIABLE TRANSPORTATION:  CAR  FULL SIZED PICKUP

SMALL TRUCK  FULL SIZE VAN  MINI VAN

DRIVER'S LICENCE NO: \_\_\_\_\_ STATE: \_\_\_\_\_ ENDORSEMENTS \_\_\_\_\_

DRIVER'S LICENCE EXPIRATION DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

HAVE YOU HAD ANY ACCIDENTS IN THE PAST THREE YEARS?  YES  NO

IF YES, HOW MANY? \_\_\_\_\_

HAVE YOU HAD ANY MOVING VIOLATIONS IN THE PAST THREE YEARS?  YES  NO

IF YES, HOW MANY? \_\_\_\_\_

HAVE YOU EVER BEEN SITED FOR DRIVING UDER THE INFLUENCE OF ALCHOHOL OR

ANY OTHER BANNED SUBSTANCE?  YES  NO

IF YES, PLEASE EXPLAIN: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_





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**PLEASE CHECK ANY SKILLS LISTED BELOW THAT YOU ARE PROFICIENT WITH:**

- READING BLUE PRINTS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SITE LAYOUT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- BUILDING LAYOUT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- EXCAVATION / RUNNING HEAVEY EQUIPMENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SETTING ELEVATIONS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- APPLYING WATERPROOFING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLING VAPORBARRIER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- READING SHOPDRAWINGS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLING & TIEING REBAR; FOUNDATIONS / SLABS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- POURING SLABS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- POURING SLABS – HIGH LEVEL OF FINISH. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SETUP OF FOOTINGS & FOUNDATIONS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- POURING & FINISHING OF FOOTINGS & FOUNDATIONS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- GENERAL LABOR & CLEANUP. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FULL BUILDING DEMOLITION. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SELECT INTERIOR DEMOLITION. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- ASBESTOS ABATEMENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LEAD ABATEMENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- MOLD ABATEMENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SITE DISTURBANCE CONTROL. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CONCRETE SAWCUTTING OF SLAB JOINTS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_



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**PLEASE CHECK ANY SKILLS LISTED BELOW THAT YOU ARE PROFICIENT WITH:**

- CONCRETE CUTTING – GENERAL. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CONCRETE CORE DRILLING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF POST- TENSIONED DECKS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SETTING UP FOR CONCRETE TILT PANELS / EMBEDS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- POURING & FINISHING P.T. DECKS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- POURING & FINISHING TILT PANELS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- ERECTING CONCRETE TILT PANELS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LAYOUT FOR MASONRY REBAR. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LAYOUT FOR MASONRY DOOR & WINDOW BUCKS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LAYOUT FOR MASONRY EMBEDS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- PROFICIENT WITH STRUCTURAL STEEL SHOPDRAWINGS-NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LAYOUT FOR STRUCTURAL STEEL. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FABRICATION OF STRUCTURAL STEEL. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- ERECTION OF STRUCTURAL STEEL. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CERTIFIED WELDING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD FRAMING LAYOUT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD FRAMING OF FLOORS, WALLS, & ROOFS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD FRAMING HIGH LEVEL OF QUALITY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD FRAMING – MULTI STORY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD ROOF FRAMING – HAND STACK. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD TIMBER FRAMING – HIGH LEVEL OF QUALITY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_



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**PLEASE CHECK ANY SKILLS LISTED BELOW THAT YOU ARE PROFICIENT WITH:**

- WOOD STAIRS AND RAILINGS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- WOOD TRIM FINISH – HIGH LEVEL OF QUALITY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF WOOD JAMBS & DOORS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF CABINETY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF STANDING SEAM METAL ROOFING - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF STANDING S. METAL WALL PANELS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF WOOD / FIBER CEMENT SIDING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF METAL FLASHINGS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLING FIREPROOFING MATERIALS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- GENERAL CAULKING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CAULKING – HIGH LEVEL OF QUALITY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF HOLLOW METAL DOOR FRAMES. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF HOLLOW METAL DOORS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF WOOD DOORS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF DOOR HARDWARE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF ALUMINUM STOREFRONT ASSEM. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF VINYL WINDOWS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- STEEL STUD FRAMING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- STEEL STUD FRAMING – HIGH LEVEL OF QUALITY. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- STRUCTURAL STEEL STUD FRAMING & ASSEMBLIES. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF GYPSUM BOARD / DRYWALL. - NO. OF YEARS EXPERIENCE \_\_\_\_\_



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**PLEASE CHECK ANY SKILLS LISTED BELOW THAT YOU ARE PROFICIENT WITH:**

- GYPSUM PLASTERING / TAPPING. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF FRP. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF INFORMATION SPECIALTIES. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF INTERIOR SIGNAGE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF RESTROOM ACCESSORIES. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF FIRE PROTECTION SPECIALTIES. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF LOCKERS & STORAGE ASSEMBLIES.- NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF FLAG POLES. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF PLAY FIELD EQUIPMENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- INSTALLATION OF KITCHEN EQUIPMENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SETUP OF SITE CONCRETE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- POURING & FINISHING OF SITE CONCRETE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SETTING OF CURB & GUTTERS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SETTING BOLLARDS. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LABORER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- LABOR FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- APPRENTICE CARPENTER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- JOURNEYMAN CARPENTER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CARPENTER FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FOUNDATION APPRENTICE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FOUNDATION JOURNEYMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_



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**PLEASE CHECK ANY SKILLS LISTED BELOW THAT YOU ARE PROFICIENT WITH:**

- FOUNDATION FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CONCRETE FLATWORK APPRENTICE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CONCRETE FLATWORK JOURNEYMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- CONCRETE FLATWORK FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FRAMING APPRENTICE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FRAMING JOURNEYMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FRAMING FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FINISH TRIM APPRENTICE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FINISH TRIM JOURNEYMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- FINISH TRIM FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- DOORS & HARDWARE APPRENTICE. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- DOORS & HARDWARE JOURNEYMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- GENERAL FORMAN. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- PROJECT ENGINEER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- ASSISTANT SUPERINTENDENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SUPERINTENDENT. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- PROJECT MANAGER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SENIOR PROJECT MANAGER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- PROJECT ESTIMATOR. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- SAFETY OFFICER. - NO. OF YEARS EXPERIENCE \_\_\_\_\_
- OFFICE ADMINISTRATION. - NO. OF YEARS EXPERIENCE \_\_\_\_\_





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PLEASE LIST SOME SIGNIFICANT JOBS THAT YOU HAVE WORKED ON: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PLEASE LIST ANY & ALL CURRENT LISENCES / CERTIFICATIONS THAT WOULD BE APPLICABLE TO THE JOB THAT YOU ARE APPLYING FOR:

1- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
2- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
3- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
4- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
5- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
6- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
7- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
8- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
9- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_  
10- \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_



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**EDUCATIONAL HISTORY:**

NAME OF HIGH SCHOOL: \_\_\_\_\_ GRADUATED?  YES  NO

NUMBER OF YEARS COMPLETED: \_\_\_\_\_

LOCATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_

NAME OF COLLEGE: \_\_\_\_\_ GRADUATED?  YES  NO

NUMBER OF YEARS COMPLETED: \_\_\_\_\_

LOCATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_

OTHER DEGREES: \_\_\_\_\_

NAME OF SECOND COLLEGE: \_\_\_\_\_ GRADUATED?  YES  NO

NUMBER OF YEARS COMPLETED: \_\_\_\_\_

LOCATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_

OTHER DEGREES: \_\_\_\_\_

OTHER SCHOOLING / TRADE: \_\_\_\_\_ GRADUATED?  YES  NO

NUMBER OF YEARS COMPLETED: \_\_\_\_\_

LOCATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_

OTHER DEGREES: \_\_\_\_\_

ANY COMMENTS: \_\_\_\_\_

\_\_\_\_\_



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**WORK HISTORY:**

NAME OF EMPLOYER: \_\_\_\_\_

DATE EMPLOYED: FROM \_\_\_ / \_\_\_ / \_\_\_ TO \_\_\_ / \_\_\_ / \_\_\_

POSITION TITLE: \_\_\_\_\_ SALARY: \_\_\_\_\_

DUTIES / SKILLS: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

REASON FOR LEAVING: \_\_\_\_\_

NAME OF EMPLOYER: \_\_\_\_\_

DATE EMPLOYED: FROM \_\_\_ / \_\_\_ / \_\_\_ TO \_\_\_ / \_\_\_ / \_\_\_

POSITION TITLE: \_\_\_\_\_ SALARY: \_\_\_\_\_

DUTIES / SKILLS: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

REASON FOR LEAVING: \_\_\_\_\_



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**WORK HISTORY:**

NAME OF EMPLOYER: \_\_\_\_\_

DATE EMPLOYED: FROM \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_

POSITION TITLE: \_\_\_\_\_ SALARY: \_\_\_\_\_

DUTIES / SKILLS: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

REASON FOR LEAVING: \_\_\_\_\_

NAME OF EMPLOYER: \_\_\_\_\_

DATE EMPLOYED: FROM \_\_\_/\_\_\_/\_\_\_ TO \_\_\_/\_\_\_/\_\_\_

POSITION TITLE: \_\_\_\_\_ SALARY: \_\_\_\_\_

DUTIES / SKILLS: \_\_\_\_\_

SUPERVISOR'S NAME: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

REASON FOR LEAVING: \_\_\_\_\_



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**REFERANCES: (PLEASE LIST FOUR OTHER THAN RELATIVES AND EMPLOYERS)**

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

POSITION: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OTHER PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

POSITION: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OTHER PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

POSITION: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OTHER PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

NAME: \_\_\_\_\_ COMPANY: \_\_\_\_\_

POSITION: \_\_\_\_\_ PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OTHER PHONE NO: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_



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MAY WE CONTACT YOUR PRESENT AND / OR PAST EMPLOYERS?  YES  NO

## AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)

*I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.*

*I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with J. ADDINGTON GENERAL CONTRACTORS, INC. creates an actual or implied contract of employment. I understand that if I accept employment with J. ADDINGTON GENERAL CONTRACTORS, INC. it will be on an at-will basis. This means that either J. ADDINGTON GENERAL CONTRACTORS, INC. or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.*

*I agree to submit to drug and alcohol testing, if and when required by J. ADDINGTON GENERAL CONTRACTORS, INC. I release J. ADDINGTON GENERAL CONTRACTORS, INC. and its employees, plus other persons or companies, from any and all liability arising out of or related in any way to such testing.*

*I authorize J. ADDINGTON GENERAL CONTRACTORS, INC. to investigate information concerning my education, credit history, employment experiences, and all other aspects of my background relevant to my proposed employment. I release J. ADDINGTON GENERAL CONTRACTORS, INC. and its employees from all liability arising from such investigation.*

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of manager reviewing: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature of president: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_