INSTRUCTIONS FOR SUBMITTING APPLICATION

1. Complete application filling out your personal information and previous experience.
2. Save completed file to your computer.
3. Email our hiring team at ( Support@JLConstructionFlorida.com ).
4. Please put your name followed by “application” in the subject line of the email.
5. Attach the saved file of the completed application to the email.
6. If you have any questions or difficulty with the process please email us so that we can assist you.
7. Thank you, we look forward to receiving your application and will get back to you as soon as we review it.
8. From there we will be in contact with you to schedule an interview.

APPLICATION FOR EMPLOYMENT

# PERSONAL INFORMATION

|  |  |
| --- | --- |
| DATE OF APPLICATION: | Click here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | Click here to enter text. | Click here to enter text. | Click here to enter text. |
|   | Last | First | Middle Initial |
| **Address:** | Click here to enter text. | Click here to enter text. |  |
|  | Street | (Apt) |  |
| **Address:** | Click here to enter text. | Click here to enter text. | Click here to enter text. |
|  | City | State | Zip Code |
| **Contact Information:** | Click here to enter text. | Click here to enter text. | Click here to enter text. |
|  | Home Phone | Mobile Phone | Email |

***How did you learn about our company?***

|  |
| --- |
| Click here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Position:** | Skilled Laborer | **Available Start Date:** | Click here to enter text. |
| **Desired pay range:** | Click here to enter text. |  **Are you currently employed?**  | [ ]  YES [ ]  NO |
| **May we contact your current employer?** | [ ]  YES [ ]  NO | **Contact Info:** | Click here to enter text. |

# EDUCATION

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name and Location** | **Graduate / Degree** | **Major / Subjects of Study** |
| **High School**  |  Click here to enter text. |  Click here to enter text. | Click here to enter text.  |
| **College or University**  |  Click here to enter text. |  Click here to enter text. | Click here to enter text.  |
| **Specialized Training,** **Trade School, etc…**  |  Click here to enter text. |  Click here to enter text. | Click here to enter text.  |
| **Other Education**  |  Click here to enter text. | Click here to enter text.  | Click here to enter text.  |

**Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.**

|  |
| --- |
| Click here to enter text. |

# EMPLOYMENT ELIGIBILITY

|  |  |
| --- | --- |
| **Are you 18 years of age or older?** | [ ]  YES [ ]  NO |
| **Are you a US Citizen?** | [ ]  YES [ ]  NO |
| **If No, are you legally able to work in the US?** | [ ]  YES [ ]  NO [ ]  N/A |
| **Have you ever been convicted of a felony?** | [ ]  YES [ ]  NO |
| **If so please explain** |  |
| Click here to enter text. |
| **Do you have reliable transportation?** | [ ]  YES [ ]  NO |
| **Do you have a valid driver’s license?** | [ ]  YES [ ]  NO |

# PREVIOUS EXPERIENCE

## Please begin with most recent

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates Employed** | **Company Name** | **Location** | **Role/Title** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Job notes, tasks performed and reason for leaving:** |
| Click here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates Employed**  | **Company Name** | **Location** | **Role/Title** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Job notes, tasks performed and reason for leaving:** |
| Click here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates Employed**  | **Company Name** | **Location** | **Role/Title** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Job notes, tasks performed and reason for leaving:** |
| Click here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates Employed**  | **Company Name** | **Location** | **Role/Title** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Job notes, tasks performed and reason for leaving:** |
| Click here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates Employed**  | **Company Name** | **Location** | **Role/Title** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
| **Job notes, tasks performed and reason for leaving:** |
| Click here to enter text. |

# ADDITIONAL INFORMATION

**Is there anything else you would like us to know?**

|  |
| --- |
| Click here to enter text. |