

JONES CONTRACTING CORP

Employment Application



| APPLICANT INFORMATION | | | |
|---|------------------------------|-----------------------------|---|
| Last Name | First | M.I. | Date |
| Street Address | | D.O.B. | |
| City | State | ZIP | |
| Phone | E-mail Address | | |
| Date Available | Social Security No. | Desired Salary | |
| Position Applied for | | | |
| Are you a citizen of the United States? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/> |
| Have you ever worked for this company? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If so, when? |
| Have you ever been convicted of a felony? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, explain |

| EDUCATION | | | |
|-------------|----|--|--------|
| High School | | Address | |
| From | To | Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> | Degree |
| College | | Address | |
| From | To | Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> | Degree |
| Other | | Address | |
| From | To | Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> | Degree |

| REFERENCES | |
|---|---------------|
| <i>Please list three professional references.</i> | |
| Full Name | Relationship |
| Company | Phone () |
| Address | |
| Full Name | Relationship |
| Company | Phone () |
| Address | |
| Full Name | Relationship |
| Company | Phone () |
| Address | |

PREVIOUS EMPLOYMENT

| | | | |
|---|--------------------|--------------------|--|
| Company | | Phone () | |
| Address | | Supervisor | |
| Job Title | Starting Salary \$ | Ending Salary \$ | |
| Responsibilities | | | |
| From | To | Reason for Leaving | |
| May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | |
| Company | | Phone () | |
| Address | | Supervisor | |
| Job Title | Starting Salary \$ | Ending Salary \$ | |
| Responsibilities | | | |
| From | To | Reason for Leaving | |
| May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | |
| Company | | Phone () | |
| Address | | Supervisor | |
| Job Title | Starting Salary \$ | Ending Salary \$ | |
| Responsibilities | | | |
| From | To | Reason for Leaving | |
| May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> | | | |

DRIVING EXPERIENCE

| | |
|---|--------------------|
| Type of Equipment | |
| Date of Last Accident (if any) | Nature of Accident |
| Has any license, permit or privilege ever been denied, suspended or revoked? YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| Do you have a valid drivers license and reliable transportation to work? YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| Explain (if answer is yes to any of the above two questions) | |

RELEASE OF INFORMATION

I, the undersigned, certify the information provided herein is true and complete to the best of my knowledge. I understand if there are omissions or any statement(s) made in this application that prove to be false, misleading, or misrepresentations of facts, it may result in the rejection of my application or termination of employment. This application is the property of JONES CONTRACTING CORP and will not be returned. I authorize a full background investigation at any time regarding my education, employment, criminal history, and motor vehicle driving records. I authorize references, employers, schools, law enforcement authorities, and any other persons or record keepers to give information they have about my character, ability to perform the requirements of the position, and employment records to JONES CONTRACTING CORP. I unconditionally release any named or unnamed informant from any and all liability resulting from furnishing information. Should I be selected for employment, I understand this application is not a contract of employment and any offer of employment is "at-will" and may be terminated by myself or by the company at any time for any reason or no reason at all, with or without prior notice. Any offer of employment is contingent upon satisfactorily passing any required physical examinations.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|