

JOB APPLICATION

Neighborhood Builders, LLC ● **606 Bryant St, Kalamazoo, MI 49001** ● **269-301-0829**

Neighborhood Builders, LLC is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Please fill out all of the sections below:

Applicant Information

Applicant Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Date of App.: _____

Employment Position

Position applying for: Construction Team Member (full time)

How did you hear about this position? _____

What days are you available for work? _____

What hours are you available for work? _____

If needed, are you available to work overtime? _____

On what date can you start working if you are hired? _____

Do you have reliable transportation to and from work? _____

Salary Desired: _____

Personal Information

Are you 18 years of age or older? Yes No

Are you a U.S. citizen or approved to work in the United States? Yes No

What document can you provide as proof of citizenship or legal status?

Will you consent to a mandatory controlled substance test? Yes No

Do you have any condition which would require a job accommodation? Yes No

If yes, please describe accommodations required below.

Have you ever been convicted of a criminal offense (felony or misdemeanor)? Yes No

If yes, please state the nature of the crime(s), when and where convicted and disposition of the case:

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position applied for may, however, be considered.)

Job Skills/Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying:

(Note: Neighborhood Builders, LLC complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)

Education and Training

High School

Name	Location (City,State)	Degree Earned

College/University

Name	Location (City,State)	Degree Earned

Vocational School/Specialized Training

Name	Location (City,State)	Degree Earned

Military

Are you a member of the Armed Services? Yes No

What branch of the military did you enlist? _____

What was your military rank when discharged? _____

How many years did you serve in the military? _____

What military skills do you possess that would be an asset for this position?

Previous Employment

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

City, State, and Zip Code: _____

Employer Telephone: _____

Dates Employed: _____

Reason for Leaving: _____

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

City, State, and Zip Code: _____

Employer Telephone: _____

Dates Employed: _____

Reason for Leaving: _____

Employer Name: _____

Job Title: _____

Supervisor Name: _____

Employer Address: _____

City, State, and Zip Code: _____

Employer Telephone: _____

Dates Employed: _____

Reason for Leaving: _____

References

Please provide 3 personal and professional references below:

Reference	Contact Information

Additional Information

Can you regularly lift 75 pounds throughout an 8-hour shift? Yes No

Do you know how to correctly read a tape measure? Yes No

Do you have the availability to work on your feet all day? Yes No

AT-WILL EMPLOYMENT

The relationship between you and the Neighborhood Builders, LLC is referred to as “employment at will.” This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or the Neighborhood Builders, LLC. No representative of Neighborhood Builders, LLC has authority to enter into any agreement contrary to the foregoing “employment at will” relationship. You understand that your employment is “at will,” and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you and the company’s owner.

Applicant Signature: _____ Date: _____