

Davis Custom Builds – Application for Employment

It is our policy to comply with all applicable state and federal guidelines prohibiting discrimination in employment based on race, religion, national origin, disability, or other protected classification.

Please carefully read and answer all questions. You will not be considered for employment if you fail to answer all questions on this application. You may attach a resume, but all questions must be answered.

For office use only:

Employer:

Position applying for:

Department:

Department Supervisor:

Personal Data

Name (last, first, middle) _____

Street Address and / or Mailing Address: _____

City _____

State _____

Zip Code _____

Phone Number: (____) ____-____. _____

☐ Home

☐ Cellphone

Day Available to Start: (MM / DD / YYYY) _____

Salary desired: _____ hour / annually

Do you have a high school diploma?

☐ Yes

☐ No

Position Information

Hours:

☐ Full Time

☐ Days

☐ Part Time

☐ Evenings

Are you authorized to work in the US on an unrestricted basis?

☐ Yes

☐ No

Have you ever been convicted of a felony? (*Convictions will not necessarily disqualify applicant for employment*)

☐ Yes

☐ No

If yes, please explain: _____

Have you been told the essential functions of the job or have you viewed a copy of the job description listing the essential functions of the job?

☐ Yes

☐ No

Can you perform the essential functions of the job with or without reasonable accommodation?

☐ Yes

☐ No

Qualifications – Please list any educational or training related to the position applied for that would help you perform job duties, such as schools, colleges, degrees, vocational or technical training, or military training.

School Name

Degree

Address/City/State

School

School

Other

Special Skills – List any skills or experiences that would help you in the position you are applying for: _____

References – List three professional references not related to you with full name, email address, and phone number, along with years known

Name

Phone Number

Email Address

Relationship

Years known

() - _____

() - _____

() - _____

Work History – Starting with your most recent employer, include paid and unpaid positions:

Job Title

Start Date (MM/DD/YYYY)

End Date (MM/DD/YYYY)

Company Name

Supervisor's Name

Phone Number

Duties: _____

Reason for Leaving

Starting Salary

Ending Salary

\$ _____ / hour / annually

\$ _____ hour / annually

May we contact this employer?

☐ Yes

☐ No

☐ N/A

Job Title

Start Date (MM/DD/YYYY)

End Date (MM/DD/YYYY)

Company Name

Supervisor's Name

Phone Number
() -

Duties:

Reason for Leaving

Starting Salary

Ending Salary

\$ / hour / annually

\$ hour / annually

May we contact this employer?

☐ Yes

☐ No

☐ N/A

Job Title

Start Date (MM/DD/YYYY)

End Date (MM/DD/YYYY)

Company Name

Supervisor's Name

Phone Number
() -

Duties:

Reason for Leaving

Starting Salary

Ending Salary

\$ / hour / annually

\$ hour / annually

May we contact this employer?

☐ Yes

☐ No

☐ N/A

I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts set forth in this application and release the Employer from any liability. The employer may contact any listed references on this application. I acknowledge and understand that the company is an “at will” employer. Therefore, any employee (regular, temporary, or other type of category employee) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party.

Applicant Signature

Date

/ /