



Employment Application

Applicant Information

Full Name: _____ Last _____ First _____ M.I. _____ Date: _____

Address: _____ Street Address _____ Apartment/Unit # _____

City _____ State _____ ZIP Code _____

Phone: _____ Email _____

Driver License #: _____ Issuing State: _____ Class: _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for this company? YES ☐ NO ☐ If yes, when? _____

Have you ever been convicted of a traffic violation in the last year? YES ☐ NO ☐

If yes, explain: _____

Have you been convicted of a felony in the last ten (10) years? YES ☐ NO ☐

If yes, explain: _____

How did you hear about this position? _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Diploma: _____

College/Trade School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Address: _____ Phone: _____

Relationship: _____ Years Known: _____

Full Name: _____ Relationship: _____

Address: _____ Phone: _____

Relationship: _____ Years Known: _____

Full Name: _____ Relationship: _____

Address: _____ Phone: _____

Relationship: _____ Years Known: _____

Previous Employment

Company: _____

Address: _____

Job Title: _____

Responsibilities: _____

From: _____

Company: _____

Address: _____

Job Title: _____

Responsibilities: _____

From: _____

Company: _____

Address: _____

Job Title: _____

Responsibilities: _____

From: _____

Phone: _____

Supervisor: _____

Starting Salary: \$ _____

Ending Salary: \$ _____

Reason for Leaving: _____

Phone: _____

Supervisor: _____

Starting Salary: \$ _____

Ending Salary: \$ _____

Reason for Leaving: _____

Phone: _____

Supervisor: _____

Starting Salary: \$ _____

Ending Salary: \$ _____

Reason for Leaving: _____

Employee Release Authorization

Address: _____

Supervisor: _____

Responsibilities:

Company: _____

Phone: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

From: _____ To: _____ Reason for Leaving: _____

Address: _____

Supervisor: _____

Responsibilities:

From: _____ To: _____ Reason for Leaving: _____

1. In connection with my application for employment, I understand that an investigative consumer report may be requested that will include information as to my character, work habits, performance and experience, along with reasons for termination of past employment. I understand that directed by company policy and consistent with the job described, you may be requesting information from public and private sources about my: worker's compensation injuries, driving record, court record, education, credentials, credit and references.
2. Medical and worker's compensation information will only be requested in compliance with the Federal American's with Disabilities Act, (ADA), and/or any other applicable state laws. According to the Fair Credit Reporting Act, I am entitled to know if employment is denied because of information obtained by my prospective employer from a consumer-reporting agency. If so, I will be notified and given the name and address of the agency or the source, which provided the information.
3. I acknowledge that a telephonic facsimile (fax) or photographic copy shall be as valid as the original. This release is valid for most Federal, State and County agencies.
4. I hereby authorize, without reservation, any law enforcement agency, institution, information service bureau, school, employer, reference or insurance company contacted by Papillon & Moyer Excavation & Paving, LLC, or its agent, to furnish the information described in section 1.
5. I understand that Papillon & Moyer Excavation & Paving, LLC will use the operator record abstract(s) requested pursuant to Section 6114 of the Pennsylvania Vehicle Code, and in accordance with Section 391.23 of the Federal Motor Carrier Safety Regulations for the purpose of employment only. This affidavit is in compliance with Section 604 and 607 of the Fair Credit Reporting Act, Public Law 91-508, as amended by the Consumer Credit Reporting Act of 1996, (Title II, Subtitle D, Chapter 1 of Public Law 104-208).

*I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: _____ Date: _____