



Employment Application

We consider applicants for all positions without regard to race, color, religion, sex, national origin, marital status, or any other legally protected status.

Our Values

We conduct ourselves openly, honestly and, with consideration for others.

We compete with other companies by producing a better product.

We believe in what we do.

We manage through the process of "consensus" instead of confrontation.

We focus on people's growth within the framework of Blue Ribbon Builders, our customers and craftsmen are our greatest assets.

Date of Application _____

Name: _____
Last First Middle

Address: _____
Number Street City State Zip Code

Telephone: () _____ Social Security No.: _____ - _____ - _____

Have you filed an application here before? Yes No If yes, give date: _____

Have you ever been employed here before? Yes No If yes, give date: _____

On what date are you available to work? _____

Full Time _____ Part Time _____ Temporary _____

Do you own a vehicle? _____ Truck? _____ For Work? _____

Do you have a valid driver's license? Yes No

Are you on layoff and subject to recall? Yes No

Have you been convicted of a felony within the last 7 years? (Conviction will not necessarily disqualify applicant from employment.) Yes No If yes, please explain: _____

Are you capable of lifting items weighing 50 to 75 lbs? Yes No

Please list name, address and telephone number of three references who are not related to you and are not previous employers:

1. _____
2. _____
3. _____

Education:

Name and location of high school: _____

Years completed: _____

Name and location of college: _____

Years completed: _____

Special Skills & Qualifications:

Summarize special skills and qualifications acquired from employment or other experience:

Employment Experience:

(Begin with most recent.)

1. _____

Employer	Address
Job Title	Supervisor & Phone Number
From To	Hourly Rate
Reason for Leaving	

2. _____

Employer	Address
Job Title	Supervisor & Phone Number
From To	Hourly Rate
Reason for Leaving	

3. _____

Employer	Address
Job Title	Supervisor & Phone Number
From To	Hourly Rate
Reason for Leaving	

Applicant's Statement:

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also that I am required to abide by all rules and regulations of the employer.

Signature of Applicant Date

Employee Name _____

Date Completed _____

Please indicate with an "X" the items you own and will provide for personal usage on jobs:

Safety Glasses	_____	Grinder	_____
Gloves	_____	Hand Planer	_____
Earplugs	_____	Surfacer	_____
Toolbelt	_____	Table Saw	_____
Tape	_____	Jointer	_____
Hammer	_____	Air Equipment	_____
Catspaw	_____	Tool Box	_____
Flat Bar	_____	Pry Bar	_____
Utility Knife	_____		
Chisel Set	_____		
Framing Square	_____		
Block Plane	_____		
Chaulk Box	_____		
Caulking Gun	_____		
Sockets	_____		
Channel Lock	_____		
Handsaws	_____		
Tapes	_____		
Bevel Square	_____		
Combination Square	_____		
Plumb Bob	_____		
4' Level	_____		
Framing Hammer	_____		
Finish Hammer	_____		
Nail Sets	_____		
50' Extension Cords	_____		
Power Drill	_____		
Skilsaw	_____		
Allen Wrenches	_____		
Open End Wrenches	_____		
100' Extension Cords	_____		
Power Miter Box	_____		
Clamp Assortment	_____		
Mason Tools	_____		
Belt Sander	_____		
3/8" Electric Drill	_____		
Cordless Drill	_____		
Orbital Sander	_____		
Router and Bits	_____		
Jigsaw	_____		
Sawzall	_____		
Biscuit Joiner	_____		

Please indicate any miscellaneous items you own that are not included in the list:

FOR PERSONNEL DEPARTMENT USE ONLY

Original Contact / First Impression:

Arrange Interview? Yes No

Remarks:

Interviewer

Date

Employed: Yes No

Date of Employment: _____

Rejection Letter Sent: _____

Job Title: _____

Hourly Rate / Salary: _____

Department: _____

By: _____

Name / Title

Date