



APPLICATION FOR EMPLOYMENT
 (PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

| | | | | |
|---|-------|------------------------|--------------|-----------------------------------|
| NAME: | | | Date: | |
| LAST | FIRST | MIDDLE | | |
| ADDRESS: | | | | |
| STREET | CITY | STATE | ZIP | |
| Social Security: | | | | |
| PHONE NUMBER: | | PERSONAL EMAIL: | | ARE YOU 18 YEARS OR OLDER? |
| | | | | YES NO |
| Are you authorized to work lawfully in the United States? | | | | YES NO |
| Will you now or in the future require sponsorship for employment visa status (e.g., H-1B visa status)? | | | | YES NO |

EMPLOYMENT DESIRED

POSITION _____ START DATE _____ SALARY DESIRED _____

ARE YOU EMPLOYED NOW? _____ IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? _____

EVER APPLIED TO THIS COMPANY BEFORE? _____ WHERE? _____ WHEN? _____

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES NO

EDUCATION

| | NAME AND LOCATION OF SCHOOL | NO. OF YEARS ATTENDED | DID YOU GRADUATE? | SUBJECTS STUDIED |
|---------------------------------|-----------------------------|-----------------------|-------------------|------------------|
| TRADE SCHOOL OR BUSINESS SCHOOL | | | | |
| HIGH SCHOOL | | | | |
| COLLEGE | | | | |
| | | | | |

*The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 but less than 70 years of age.

** You will not be denied employment solely because of a convicted record, unless the offense is related to the job for which you have applied**

FORMER EMPLOYERS (List below last three employers, starting with most recent first)

| DATE MONTH AND YEAR | NAME AND PHONE NUMBER OF EMPLOYER | SALARY | POSITION | REASON FOR LEAVING |
|------------------------|--------------------------------------|--------|----------|--------------------|
| FROM TO | | | | |
| FROM TO | | | | |
| FROM TO | | | | |

REFERENCES: GIVE THE NAME OF THREE PERSONS NOT RELATED TO YOU AND WHOM YOU HAVE KNOWN AT LEAST 1 YEAR.

| NAME | PHONE NUMBER EMAIL | BUSINESS | YEARS AQUAINTED |
|------|-----------------------|----------|-----------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |

PHYSICAL RECORD:

Do you have any physical limitations that preclude you from performing any work for which you are being considered?

YES _____ NO _____ If yes, what can be done to accommodate your limitation? Please describe: _____

IN CASE OF AN EMERGENCY CONTACT:

| NAME | ADDRESS | PHONE NUMBER |
|------|---------|--------------|
| | | |

I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE A STANDARD BACKGROUND INVESTIGATION AND INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MIGHT HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU.

I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD OF TIME AND MAY, REGARDLESS OF DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE. THE ONLY EXCEPTION TO THIS SHALL BE A WRITTEN CONTRACT SIGNED BY BOTH THE PRESIDENT AND MANAGER OF ENGINEERING.

Tecstone Granite does workplace drug testing.

SIGNATURE: _____ DATE: _____

FOR EMPLOYER ONLY:

| | | |
|-----------------------|-------------------------------|---------------------------|
| INTERVIEWED BY: _____ | DATE: _____ | HIRED: YES _____ NO _____ |
| POSITION: _____ | DEPARTMENT: _____ | |
| SALARY / WAGE: _____ | DATE REPORTING TO WORK: _____ | |
| APPROVED: 1. _____ | 2. _____ | 3. _____ |
| EMPLOYMENT MANAGER | DEPT. HEAD | GENERAL MANAGER |