



## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_  
*First M.I. Last*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_ Position Applied for \_\_\_\_\_

Are you 18 years of age or older?      YES      NO  
     

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

Have you ever been convicted of a crime that has not been annulled by the court?      YES      NO  
     

If yes, please explain: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?      YES      NO  
            Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?      YES      NO  
            Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate?      YES      NO  
            Degree: \_\_\_\_\_

## References

Please list three professional references.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

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

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

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

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

**Disclaimer and Signature**

*By signing below, I affirm that I have read and understand this application, that I have not withheld any information requested, and that any statements I have made are true and correct to the best of my knowledge. I understand that any omission or misrepresentation of fact in this application may result in refusal or separation from employment. I authorize verification and investigation of the statements made on this application and of my employment history and release both the prospective employer and my prior employer(s) from all claims and liabilities arising from the release of such information. I authorize the references listed above to give representatives of Keith Leavitt Masonry any and all information concerning my previous or current employment and any pertinent information they may have, personal or otherwise, and release all parties from any and all liability from any damage that may result. If I am accepted for employment, I understand and agree that such employment will be "at will" and may be terminated by either party at any time with reason or no reason and with or without prior notice. I further understand and agree that this "at will" employment status constitutes the entire understanding between me and the company regarding the right and ability of either party to terminate employment and that this "at will" status cannot be changed except through a written understanding signed by the Owner/President of the Company. Any handbook, personnel policy manual, or any other written materials or oral representation made during the course of employment do not constitute a contract or contract-like promise. Keith Leavitt Masonry is an equal opportunity employer. No question on this application is intended for the purpose of limiting or excluding any applicant's consideration for employment on a basis prohibited by local, state or federal law.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_