

APPLICATION FOR EMPLOYMENT

Dundon Construction, LLC
PO Box 91
Chenango Bridge, NY 13745
607.759.1401
DundonConstruction@yahoo.com

Please Print Legibly

Position(s) Applied For: _____ Date of Application: _____

Name: _____
 LAST FIRST MIDDLE

Address: _____
 STREET CITY STATE ZIP

Telephone () Cell/Other #: () Email: _____
 #: _____

Referral Source (How did you hear about us?) _____

If you are under 18 and it is required, can you furnish a work permit?..... YES NO

If no, please explain: _____

Have you ever been employed here before?..... YES NO

If yes, give dates and positions: _____

Is this application a request for reemployment following an extended military leave of absence from this company? YES NO

If yes additional information may be requested.

Are you legally eligible for employment in this country?..... YES NO

Date available to begin work: _____ What is your desired Salary \$ _____
 range? _____

Type of employment desired: Full-Time Part-Time Temporary Seasonal Educational Co-Op

EMPLOYMENT HISTORY
Starting with your most recent employer, provide the following information.

Employer: _____ **Telephone #** _____ **Dates** _____ **to** _____
Employed: _____

Street Address	City	State	Compensation (Starting)	
Starting Job Title/Final Job Title			<input type="checkbox"/> Hourly <input type="checkbox"/> Salary	\$ _____ per
Immediate Supervisor and Title				
May we contact for reference	<input type="checkbox"/> Yes <input type="checkbox"/> No	Email:	Compensation (Final)	
Reason for Leaving Position			<input type="checkbox"/> Hourly <input type="checkbox"/> Salary	\$ _____ per
Summarize the type of work performed and job responsibilities				

Employer: _____ **Telephone #** _____ **Dates** _____ **to** _____
Employed: _____

Street Address City State

EMPLOYMENT HISTORY - Continued

Starting Job Title/Final Job Title			Compensation (Starting)	
Immediate Supervisor and Title			<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary
May we contact for reference	<input type="checkbox"/> Yes <input type="checkbox"/> No Email:		Compensation (Final)	
Reason for Leaving Position			<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary
Summarize the type of work performed and job responsibilities				

Employer: _____ **Telephone #** _____ **Dates Employed:** _____ to _____

Street Address	City	State	Compensation (Starting)	
Starting Job Title/Final Job Title			<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary
Immediate Supervisor and Title			Compensation (Final)	
May we contact for reference	<input type="checkbox"/> Yes <input type="checkbox"/> No Email:		Compensation (Final)	
Reason for Leaving Position			<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary
Summarize the type of work performed and job responsibilities				

Employer: _____ **Telephone #** _____ **Dates Employed:** _____ to _____

Street Address	City	State	Compensation (Starting)	
Starting Job Title/Final Job Title			<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary
Immediate Supervisor and Title			Compensation (Final)	
May we contact for reference	<input type="checkbox"/> Yes <input type="checkbox"/> No Email:		Compensation (Final)	
Reason for Leaving Position			<input type="checkbox"/> Hourly	<input type="checkbox"/> Salary
Summarize the type of work performed and job responsibilities				

SKILLS and QUALIFICATIONS

Summarize any special training, skills, licenses and/or certificates that may assist you in performing the position for which you are applying:

EDUCATIONAL BACKGROUND

Starting with your most recent school attended, provide the following information.

School (Include city and state)	Years Completed	Degree Received	GPA/Class Rank	Major/Minor

REFERENCES: List names and telephone numbers of three business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Title	Relationship-# of years known	Phone #	Email

APPLICANT STATEMENT: Please read before signing

I certify that all information I have provided, in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, or resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that if I am hired, I may be required to submit to a drug and alcohol screening prior to hire and throughout my employment with the employer.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for 6 months. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign, at any time, with or without prior notice and with or without notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the employer's president.

I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

This company does not tolerate unlawful discrimination in its employment practices. No question on this application is used for the purpose of limiting or excluding an applicant from consideration for employment on the basis of his or her sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status under applicable federal state, or local laws. This Company likewise does not tolerate harassment based on sex, race, color, religion, national origin, citizenship, age, disability, or any other protected status. The Company takes all complaints of harassment seriously and all complaints will be investigated promptly and thoroughly.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to eliminate me from further consideration for employment, or may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant

Date