

**Instructions:** Please fill out this application using Adobe Reader, or print and fill out in pen and submit your completed application via email attachment or in person.

## Application for Employment

Clarke Contractors is an Equal Opportunity Employer. Reasonable accommodation will be provided as required by law.

Last Name	First Name	Middle Initial	Social Security Number
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Street Address	City/State	Zip Code	Phone Number	Email
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Date of Birth	Drivers License Number	If hired, can you provide evidence of legal eligibility to work in the U.S.?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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In case of emergency, notify: Name:	Phone Number	Street / City / State / Zip
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Position Desired:	Wage/Salary Desired:	Full Time?	Part Time?
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Date you can begin work?	Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	If under 18 years of age, you will be required to submit a birth certificate or work certificate as required by state or federal law.
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Name of high school attended:	City/State	Graduate?	GED?
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Name of college or technical school:	City/State	Degree?	Major:
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Are you presently enrolled in school? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, give name & address of school and expected degree date:
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Please list any job-related skills, proficient trades or accomplishments including military service:

**REFERENCES** - Please provide 3 references (non-family) we may contact who are not former employers.

Name and Occupation	How do you know them, and for how long?	Phone Number

**WORK HISTORY** - Please list names of employers, most recent first.

Name of Employer:	Job Title:	Dates of Employment:	
		From:	To:
City, State, Zip Code	Duties:		
Supervisor:	Telephone:	Reason for Leaving:	Starting pay: Ending pay:
May we contact this employer before you are offered a position? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of Employer:	Job Title:	Dates of Employment:	
		From:	To:
City, State, Zip Code	Duties:		
Supervisor:	Telephone:	Reason for Leaving:	Starting pay: Ending pay:
May we contact this employer before you are offered a position? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of Employer:	Job Title:	Dates of Employment:	
		From:	To:
City, State, Zip Code	Duties:		
Supervisor:	Telephone:	Reason for Leaving:	Starting pay: Ending pay:
May we contact this employer before you are offered a position? <input type="checkbox"/> Yes <input type="checkbox"/> No			

## GENERAL INFORMATION

Have you ever been convicted of a felony or misdemeanor?

Yes  No

Note: A conviction record will not necessarily be a bar to employment, and factors such as age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account.

If yes, please explain:

Have you ever had a DUI or minor traffic violation?

Yes  No

Note: Traffic violations will not necessarily be a bar to employment, and factors such as age and time of the offense, seriousness and nature of the violation will be taken into account.

If yes, please explain:

## AUTHORIZATION

“I certify that the facts contained in this application are true and complete to the best of my knowledge and I understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.”

Date

Signature

Note: If you do not have a digital signature or wish to create one, you can print and sign with pen or submit and sign at a later time.