

KEMPF CONSTRUCTION

Application for Employment

Date Received _____

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

Special accommodations for application, training, or job information in alternative formats available upon request

Position applied for: _____

Name: _____

Mailing Address _____

Telephone Number _____
Home Work

If hired can you furnish proof that you are 18 years of age, or if under 18, do you have a permit to work? _____ If no please explain. _____

If hired, can you furnish proof that you are eligible to work in the US? If no, please explain. _____

Will you accept:

____ Full time Employment ____ Part time Employment ____ Temporary Employment
If hired, will you be able to work during the normal days and hours required for the position for which you are applying? If no, please explain. _____

Has this company ever employed you in the past? If yes, please, give dates of employment, positions held, and state your name while employed, if different present name _____

If your application is considered favorably, on what date will you be available to work? _____

REFERENCES: List those persons willing to provide personal and/or professional references. Please do not list any relatives or any former employers. Providing this information means that you give the organization permission to contact the references listed.

NAME	ADDRESS	DAYTIME PHONE
1.	_____	_____
2.	_____	_____
3.	_____	_____

EDUCATIONAL HISTORY:

<u>SCHOOL</u>	<u>NAME & ADDRESS</u>	<u>COURSE OF STUDY</u>	<u>DID YOU GRADUATE?</u>	<u>DEGREE OR DIPLOMA</u>
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Secondary _____

Post
Secondary _____

Other _____

Do you have all the licenses and professional certifications necessary to perform the job for which you are applying? _____

Use this space to identify any other educational experiences you have had which are pertinent to the position for which you applied. Include workshops, seminars, military or vocational training, etc. which are not listed above.

Have you ever been convicted of a felony, or released from prison in the past 10 years? Note: A yes answer does not automatically disqualify you from employment since the nature of the offense, date and type of job for which you are applying will be considered. If yes, please explain.

WORK HISTORY

Begin with your current or most recent position and work backwards. Be as accurate and complete as possible, especially in describing the duties of each position. If you need additional space, attach additional sheets using the same format.

Employer _____ Type of Business _____

Employers Address _____ Phone _____

Supervisor's Name and Title _____

No. of employees you supervised _____ Average hours per week _____

Start date of employment _____ End date of employment _____

Reason for leaving _____

Complete description of duties:

Employer _____ Type of Business _____

Employers Address _____ Phone _____

Supervisor's Name and Title _____

No. of employees you supervised ___ Average hours per week _____

Start date of employment _____ End date of employment _____

Reason for leaving _____

Complete description of duties:

Employer _____ Type of Business _____

Employers Address _____ Phone _____

Supervisor's Name and Title _____

No. of employees you supervised ___ Average hours per week _____

Start date of employment _____ End date of employment _____

Reason for leaving _____

Complete description of duties:

Employer _____ Type of Business _____

Employers Address _____ Phone _____

Supervisor's Name and Title _____

No. of employees you supervised ___ Average hours per week _____

Start date of employment _____ End date of employment _____

Reason for leaving _____

Complete description of duties:

Employer _____ Type of Business _____

Employers Address _____ Phone _____

Supervisor's Name and Title _____

No. of employees you supervised ___ Average hours per week _____

Start date of employment _____ End date of employment _____

Reason for leaving _____

Complete description of duties:

ADDITIONAL SPACE:

PLEASE READ AND SIGN BELOW

I give my consent to any pre-employment assessment required by this company. In addition, I give my consent to any pre-employment physical examination after any conditional offer of employment has been made.

If employed, I understand that my employment is for no definite period of time, and if terminated the employer is liable only for wages and/or salary earned as of the date of termination.

I hereby certify that the information given by me is true and complete to the best of my knowledge and belief. I further authorize investigation of all statements I have made. Misrepresentations, falsification, or omission of facts called for in this application or in the interview process are cause for cancellation of this application or termination of employment.

UNSIGNED APPLICATIONS WILL NOT BE CONSIDERED.

APPLICANT SIGNATURE _____

DATE: _____

AUTHORIZATION FOR REFERENCE REQUESTS

I have applied with Kempf Construction for employment and I desire that they be fully advised of my record with former employers. I, therefore, respectfully request that you furnish the requested information concerning my employment with your organization, and hereby release you from any and all liability of damages for providing the information requested.

APPLICANT SIGNATURE _____

DATE: _____

Kempf Construction, in accordance with state and federal laws, does not discriminate on the basis of age, race, color, ancestry, national origin, creed, religion, sex, marital status, disability, or political affiliation.

Kempf Construction recognizes that South Dakota is an employment at-will state and maintains the employment at-will status for all employees.