



Prospective employees will receive consideration without discrimination based on race, creed, color, age, national origin, handicap, veteran status or any condition prescribed by state or local law.

## APPLICATION FOR EMPLOYMENT

P E R S O N A L	Last Name	First Name	Middle	Date
	Street Address			Home Telephone (    )
	City, State, Zip Code			Cell Phone (    )
	Have you ever applied for employment with us?			E-Mail Address
	Position Desired			Business Telephone (    )
	Apart from absence for religious observances, are you available for full-time work? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, what hours can you work?			Social Security
	Are you legally eligible for employment in the United States?			Pay Expected
	Other special training or skills (languages, machine operations, etc.)			Will you work overtime is asked? <input type="checkbox"/> Yes <input type="checkbox"/> No
				When will you be available to begin work?

	School	Name and Location of School	Course of Study	No. of Years Complete	Did you Graduate?	Degree or Diploma
D U C A T I O N	Graduate				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	College				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Business/Trade/ Technical				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Elementary				<input type="checkbox"/> Yes <input type="checkbox"/> No	



**Additional Information**

Membership in professional and civic organizations, special accomplishments, awards, etc.  
*(Exclude those which may disclose your race, color, religion, age or national origin)*


**Applicant's Signature**

Please read and understand this statement before signing your application:

The information I have provided in the Application for Employment is true, correct and complete. False, incomplete or misrepresented information of any kind, will be sufficient cause for my application to be rejected, or if discovered after I am employed, cause for immediate termination of my employment.

I authorize the employer to contact and obtain information about me from previous employers, educational institutions and "references" I provided, and any other party necessary to verify the accuracy of information I disclosed in this application, a related employment resume or a personal interview. To assist in the processing of my application, I waive all rights and claims I may otherwise have against the employer or its representative, for seeking, and using information to evaluate my employment request and all other persons, corporations or organizations who provide information for this purpose.

This application will expire in 30 days. After that date, unless otherwise notified, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application.

This application is not an employment agreement. If I accept an offer of employment, I understand I may resign at any time, and the employer may terminate my employment at any time, with or without cause and without prior notice, unless required by law. I understand that no one, other than an executive officer of the employer, has the authority to enter into any employment agreement with terms contrary to the foregoing and then only in writing signed by such officer.

I fully understand and accept all terms and conditions in the above statement.

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

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

**For Employer's Use Only**

Reference Check	Employer	Person Contacted	Results

Test Results	Test Administered	Raw Score	Rating	Analysis and Comment

Comments	Interviewer Name and Results

Wright Construction Co., Inc. believes that the information solicited from the applicant is in full compliance with all Federal and State equal employment laws and with the Fair Credit Reporting Act. We do not assume responsibility for the user's inclusion.