



**APPLICATION FOR EMPLOYMENT**

**ACL General Contracting, Inc.  
1919 Grange View Dr.  
Beavercreek, OH 45432  
(937) 867-0373**

**Please Print**

Position applied for \_\_\_\_\_ Date of application \_\_\_\_\_

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip Code

Telephone # (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ Email Address \_\_\_\_\_

Referral Source (How did you hear about us?) \_\_\_\_\_

Are you legally eligible for employment in this country? \_\_\_yes \_\_\_no

Date available for work \_\_\_/\_\_\_/\_\_\_\_ What is your desired salary range? \$\_\_\_\_\_/hr.

Type of employment desired: \_\_\_Full-Time \_\_\_Part-Time \_\_\_Temporary \_\_\_Seasonal

Driver's license # if driving may be required in position for which you are applying \_\_\_\_\_ State \_\_\_\_\_

*Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness of the violation, rehabilitation and position applied for will be taken into account.*

Have you ever pled "guilty" or "no contest" to, or been convicted of a crime? \_\_\_yes \_\_\_no \_\_\_\_\_

If yes, please provide date(s) and details \_\_\_\_\_



**EMPLOYMENT HISTORY**

*Starting with your most recent employer, provide the following information:*

Employer \_\_\_\_\_ May we contact for reference? \_\_\_yes \_\_\_no

Telephone # (\_\_\_\_) \_\_\_\_\_ Dates employed: Month/Year \_\_\_\_/\_\_\_\_ to Month/Year \_\_\_\_/\_\_\_\_

Address \_\_\_\_\_

Starting job title \_\_\_\_\_ Starting Wage: \_\_\_\_\_ (hourly or salary?)

Final job title \_\_\_\_\_ Final Wage: \_\_\_\_\_ (hourly or salary?)

Immediate supervisor and title \_\_\_\_\_

Why did you leave? \_\_\_\_\_

Summarize the type of work performed and job responsibilities \_\_\_\_\_

\_\_\_\_\_

What did you like most about your position? \_\_\_\_\_

What were the things you liked least about the position? \_\_\_\_\_

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Employer \_\_\_\_\_ May we contact for reference? \_\_\_yes \_\_\_no

Telephone # (\_\_\_\_) \_\_\_\_\_ Dates employed: Month/Year \_\_\_\_/\_\_\_\_ to Month/Year \_\_\_\_/\_\_\_\_

Address \_\_\_\_\_

Starting job title \_\_\_\_\_ Starting Wage: \_\_\_\_\_ (hourly or salary?)

Final job title \_\_\_\_\_ Final Wage: \_\_\_\_\_ (hourly or salary?)

Immediate supervisor and title \_\_\_\_\_

Why did you leave? \_\_\_\_\_

Summarize the type of work performed and job responsibilities \_\_\_\_\_

\_\_\_\_\_

What did you like most about your position? \_\_\_\_\_

What were the things you liked least about the position? \_\_\_\_\_



**SKILLS AND QUALIFICATIONS**

Summarize any special training, skills, licenses and/or certifications that may assist you in performing the position for which you are applying. Please also list any equipment that you are certified or experienced in operating.

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**EDUCATIONAL BACKGROUND**

High School attended (include city and state) \_\_\_\_\_

Did you graduate or obtain a GED? \_\_\_\_\_ Year graduated or GED obtained \_\_\_\_\_

Did you attend college? If so what college, list degree obtained and what you majored in. \_\_\_\_\_

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**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 to you	Telephone #	Years Known

Would you be willing to submit to a drug test? \_\_\_yes \_\_\_no If no, please explain \_\_\_\_\_

When we run a background check, is there anything that you would like to explain now that may cause concern?

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**APPLICANT STATEMENT**

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, 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 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 90 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, I will be required to fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, 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/owner.

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 of America and that federal immigration laws require me to complete an I-9 Form in this regard.

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 (1) eliminate me from further consideration for employment, or (2) 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** \_\_\_\_/\_\_\_\_/\_\_\_\_