



**Equal Opportunity Employer**

If you need assistance in filling out this application, please notify us upon your receipt of this application. Applicants are considered for employment without regard to race, color, religion, national origin, sex, marital status, age, disability, veterans, citizenship status, genetic information or any other characteristic protected by federal, state, or local law. Employment with our company is at will. In order to be considered for employment, this application must be fully completed.

**Full Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Present Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Mobile Phone:** \_\_\_\_\_

**Position(s) Applying for:** \_\_\_\_\_

**Date Available to begin work:** \_\_\_\_\_

**How were you referred to Solomon Builders?** \_\_\_\_\_

**Have you ever been employed by Solomon before?**  Yes  No

**If yes, position(s) previously held** \_\_\_\_\_ **Mo/Yr** \_\_\_\_\_

**Do you prefer:**  Full-Time  Part-Time  Temporary

**Range of Pay Expected:** \_\_\_\_\_

**Valid Driver's License #:** \_\_\_\_\_ **State Issued:** \_\_\_\_\_

**Are you at least 18 years old?**  Yes  No

**Are you authorized to work in the US?**  Yes  No

**Under provisions of the Immigration Reform and Control Act of 1986, do you understand that if hired, you will be required to provide documents verifying your Identity and eligibility to work in the United States.**  Yes  No



## Educational Background

Complete this section regardless of whether you have submitted a resume.

|                           |                   |   |
|---------------------------|-------------------|---|
| <b>HIGH SCHOOL</b>        | <b>CITY/STATE</b> | <b>DIPLOMA</b> <input type="checkbox"/> Yes <input type="checkbox"/> No    # of Yrs _____<br><b>FIELD OF STUDY:</b> _____ |
| <b>VOCATIONAL</b>         | <b>CITY/STATE</b> | <b>DIPLOMA</b> <input type="checkbox"/> Yes <input type="checkbox"/> No    # of Yrs _____<br><b>FIELD OF STUDY:</b> _____ |
| <b>COLLEGE/UNIVERSITY</b> | <b>CITY/STATE</b> | <b>DIPLOMA</b> <input type="checkbox"/> Yes <input type="checkbox"/> No    # of Yrs _____<br><b>FIELD OF STUDY:</b> _____ |
| <b>POST-GRAD STUDY</b>    | <b>CITY/STATE</b> | <b>DIPLOMA</b> <input type="checkbox"/> Yes <input type="checkbox"/> No    # of Yrs _____<br><b>FIELD OF STUDY:</b> _____ |

## Employment History

List all employment within the last 7 years, including part-time and summer employment, whether or not it seems relevant to the position for which you are applying (attach additional paper, if necessary). Please complete even if you have submitted a resume.

### CURRENT OR MOST RECENT EMPLOYER

|                           |  |   |
|---------------------------|--|---|
| <b>EMPLOYER NAME</b>      | <b>CITY/STATE</b>  | <b>PHONE</b>  |
| <b>JOB TITLE</b>          | <b>DATES OF EMPLOYMENT</b><br>FROM<br>TO   | <b>CURRENT OR LAST PAY RATE</b><br><b>\$</b>        |
| <b>SUPERVISOR NAME</b>    | <b>MAY WE CONTACT FOR REFERENCE?</b><br><input type="checkbox"/> Yes <input type="checkbox"/> No | <b>NAME OF CONTACT IF DIFFERENT FROM SUPERVISOR</b> |
| <b>REASON FOR LEAVING</b> |  |   |



### Previous Employer

|                    |  |   |
|--------------------|--|---|
| EMPLOYER NAME      | CITY/STATE   | PHONE   |
| JOB TITLE          | DATES OF EMPLOYMENT<br>FROM<br>TO  | CURRENT OR LAST PAY RATE<br>\$                  |
| SUPERVISOR NAME    | MAY WE CONTACT FOR<br>REFERENCE?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | NAME OF CONTACT IF DIFFERENT<br>FROM SUPERVISOR |
| REASON FOR LEAVING |  |   |

### Previous Employer

|                    |  |   |
|--------------------|--|---|
| EMPLOYER NAME      | CITY/STATE   | PHONE   |
| JOB TITLE          | DATES OF EMPLOYMENT<br>FROM<br>TO  | CURRENT OR LAST PAY RATE<br>\$                  |
| SUPERVISOR NAME    | MAY WE CONTACT FOR<br>REFERENCE?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | NAME OF CONTACT IF DIFFERENT<br>FROM SUPERVISOR |
| REASON FOR LEAVING |  |   |

### Licenses, Certifications, Job Related Skills

| TYPE | SKILL LENGTH | YEARS OF EXPERIENCE |
|------|--------------|---------------------|
|      |              |                     |
|      |              |                     |



### Affiliations, Achievements, or Skills

Exclude affiliations, achievements, or skills that indicate race, religion, national origin, age, ancestry, physical or mental disability or any other protected status.

|  |
|--|
|  |
|--|

### References

Please do not include relatives or personal relationships.

| NAME | OCCUPATION | RELATIONSHIP | PHONE NUMBER | YEARS KNOWN |
|------|------------|--------------|--------------|-------------|
|      |            |              |              |             |
|      |            |              |              |             |
|      |            |              |              |             |

### Job/Legal Information

|  |  |                                  |
|--|--|----------------------------------|
| Have you ever been convicted of a felony within the last 7 years? If yes, state the nature of the criminal charge. | <input type="checkbox"/> Yes <input type="checkbox"/> No | <b>If yes, describe in full:</b> |
| Have you signed a patent/confidentiality agreement not to compete with your current or former employer?            | <input type="checkbox"/> Yes <input type="checkbox"/> No | <b>If yes, please explain:</b>   |



### **Verification of Information**

I certify that the answers given herein and during an interview are true and complete to the best of my knowledge. I authorize former employers and individuals listed to release information concerning my ability and performance and to verify matters stated. I understand that Solomon Builders reserves the right to verify all information obtained during an interview and submitted on employment applications and resumes. Any falsifications, misrepresentation, or omission of relevant information may remove me from further consideration for employment or may result in dismissal should I be employed. I hereby release all such persons from liability or damages incurred as a result of inquiry and furnishing this information.

### **Employment at Will Status**

Solomon Builders adheres to the doctrine of employment at will. I understand that employment if hired, my employment can be terminated with or without cause and with or without notice, at any time at the option of either the company or myself. While other policies and procedures may exist and be changed from time to time, at will employment status is not subject to change absent a written agreement so providing signed by an officer of the company. I further understand that nothing contained in this employment application or in granting of an interview is intended to create an employment contract between Solomon Builders and myself.

### **Pre-Employment**

I further understand that if employed, my employment may be contingent upon a pre-employment drug screen and/or alcohol screen. In addition, a criminal background investigation may be conducted before the first day of employment.

### **Signature**

I have read each of the above statements and I understand them fully. All information that is contained in this employment application, as well as on my resume, if applicable, is accurate and complete to the best of my knowledge. I understand that if I become employed at Solomon Builders that any misrepresentation and/or omission of any facts on this Employment Application and/or resume is sufficient cause for summary dismissal upon discovery.

---

**Applicant Signature**

---

**Date**

---

**Printed Applicant Signature**