

MAYS CONCRETE, INC.**APPLICATION FOR EMPLOYMENT**

Date _____

Application # _____

Mays Concrete, Inc. is an equal opportunity employer and does not unlawfully discriminate against any individual in any phase of employment in accordance with the requirements of local, state or federal law. Applicants and or employees may be subject to testing for illegal drugs. In addition, applicants for certain positions that receive a conditional offer of employment must pass a medical examination prior to receiving a confirmed offer of employment.

PLEASE PROVIDE ONLY THE INFORMATION REQUESTED. Failure to do so may disqualify your application.

PERSONAL INFORMATION

Last Name	First Name	Middle Initial
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Street Address	City	State	Zip	Telephone #
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- (1) Are you under 18 years of age? Yes No If "Yes," state your date of birth. _____
- (2) Are you a U.S. citizen or an alien lawfully authorized to work in the United States? Yes No Proof of right to work in the United States will be required upon employment in accordance with the Immigration Reform and Control Act of 1986.
- (3) Within the past 30 days, have you used marijuana, cocaine, any narcotics, amphetamines, barbiturates or other controlled substances that were not prescribed to you by a physician, or taken in accordance with your physician's prescription? Yes No
- (4) Do you have any relatives employed by Mays Concrete, Inc.? Yes No If yes, give the name and relationship of each relative. _____
- (5) Have you ever applied for a position with Mays Concrete, Inc. before, for which you were not hired? Yes No If yes, state when and the position applied for. _____
- (6) Have you ever worked for Mays Concrete, Inc. before? Yes No If yes, give the dates of employment and the position held. _____
- (7) Have you gone by any other name(s)? Yes No If yes, give the other name(s) and the period of time during which it was used. _____

AVAILABILITY: I am applying for listing # _____

POSITION: Operator Mechanic Truck Driver Laborer
 Form Carpenter Finisher (inc. curb & gutter) Office Other
 If "Other", explain. _____

How did you learn of this job listing? _____ Do you own the tools required to do the job applied for? Yes No

On what date will you be available for work? _____ Are you on layoff and subject to recall? Yes No

What are you willing to work? Full Time Part Time Temporary - Dates _____ to _____

List any days of the week and any hours of the day you can't work. _____

Do you have any commitments that will require your absence from work during regular work hours for more than three (3) days within the next six months? Yes No If yes, explain. _____

Will you work over 40 hours per week if required? Yes No Will you accept out-of-town assignments if required? Yes No

ABILITY TO PERFORM JOB

Please review the job description for the position for which you are applying before completing this section.

- (1) Do you meet all required experience, education and certification qualifications? Yes No If no, what qualifications do you lack? _____
- (2) Please list any special skills, training or experiences which qualify you for the position for which you are applying. _____
- (3) Can you perform the essential job functions with or without reasonable accommodations? Yes No
- (4) If the position requires a medical exam after a conditional offer of employment and you receive such an offer, are you willing to be examined by a physician selected by Mays Concrete, Inc. at the Company's expense? Yes No
- (5) All positions at Mays Concrete, Inc. require the employee to be free from illegal drugs and alcohol while on duty. Are you willing to submit to pre-employment drug testing and, if employed, random, post accident, periodic and reasonable cause drug and alcohol testing? Yes No
- (6) Do you have a valid drivers license? Yes No State _____ License # _____ Expiration Date _____ Classification _____

SCHOOL	NAME AND LOCATION	GRADUATED	MAJOR SUBJECTS	GPA
Grammar School				
High School		Yes or No		
College			Degree or Course of Study	
Other (Specify)				

FORMER EMPLOYERS - List chronologically all jobs for the past ten (10) years. Do not skip any. Add additional sheets if necessary.

DATE MO/YR	NAME/ADDRESS/PHONE OF EMPLOYER	POSITION	REASON FOR LEAVING
From			
To			
From			
To			
From			
To			

PERSONAL REFERENCES (not related to you)

NAME	ADDRESS/PHONE	YEARS ACQUAINTED	BUSINESS

- (1) Explain any gaps in your work history which are longer than six months. _____
- (2) Have you ever been fired from a job or quit under threat of being fired? Yes No If Yes, when? _____ Who was the employer? _____ What reason did the employer give you for your dismissal or forced resignation? _____
- (3) Have you ever been demoted or disciplined in a job (written warnings, suspension, etc.)? Yes No If yes, state when this occurred, identify the employer by name, address and telephone number, and state the reasons given to you by the employer for your demotion or discipline. _____
- (4) Please describe any problems in your current job about which you have been warned or disciplined during the past 12 months. _____
- (5) Who should we contact to confirm current employment data? (Include name, title, telephone number.) _____
- (6) May we talk to your current employer now, or only if you are hired? Now Only if hired

PLEASE READ THE FOLLOWING STATEMENT BEFORE SIGNING THIS APPLICATION.

I certify that the information contained in this application is correct to the best of my knowledge. I understand that any misrepresentation of information by statement or omission will result in disqualification or, if already hired, dismissal from employment, no matter when the misstatement or omission is discovered. I authorize Mays Concrete, Inc. to contact my references, investigate my employment history, education, and if applicable, driving record, and to obtain a consumer report regarding me. I will submit to and pass any drug test required by Mays Concrete, Inc. as a condition of employment.

I understand that **all employment at Mays Concrete, Inc. is at-will**, meaning that employment with Mays Concrete, Inc. may be terminated, with or without cause, and with or without prior notice, at any time, at the option of either the Mays Concrete, Inc. or myself. I understand that no supervisor or manager has authority to enter into an agreement for employment that waives Mays Concrete, Inc.'s right to terminate employment at will. I understand that Mays Concrete, Inc. has policies and procedures that I must follow, if hired. I understand that Mays Concrete, Inc. reserves the right to change its policies and procedures, including personnel policies and employee benefits at any time without approval by employees, and that these changes are accepted by continuing my employment with Mays Concrete, Inc. I certify that I am submitting this application in a good faith desire for employment at Mays Concrete, Inc. If offered employment, I will consider the offer, and if I accept, I will fulfill the requirements of the job to the best of my ability.

Applicant's Signature _____

Date _____