



Employment Applications

FOR OFFICE USE ONLY

STARTING DATE

POSITION

HOURLY WAGE

APPLICANT INSTRUCTIONS

Thank you for your interest in employment with our Company. Our people make us successful and the employment process is an important aspect of building our team. We appreciate your application, and are glad you have shown an interest in joining our team.

Please complete the following application and authorization for release of information form. Please print all information so it may be easily read. Be certain all forms are completely filled out and signed. Incomplete applications will not be considered. Use the abbreviation "N/A" if a particular provision or section in the form is not applicable to you.

Employment decisions are made on the basis of qualifications to perform the work for which you are applying, and available positions. Qualifications include education, training, work experience and other factors, which are relevant in determining job performance. Credentials and experience may be verified through schools, former employers and any licensing/certification agencies, if applicable. As an Equal Opportunity Employer, decisions to hire and promote are made without regard to race, color, creed, national origin, sex, physical or mental disability, or age (as defined by law).

PERSONAL HISTORY					
LAST NAME	FIRST	MIDDLE	NICKNAME	SOCIAL SECURITY NO.	ARE YOU ELIGIBLE TO BE EMPLOYED IN THE U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
STREET			APT./SUITE#		ARE YOU 18 YEARS OR OLDER? YES <input type="checkbox"/> NO <input type="checkbox"/>
CITY		STATE	ZIP CODE		
PHONE NO.	DAY	EVENING		ALTERNATE / MOBILE	

CAREER OBJECTIVE		
POSITION APPLYING FOR	SALARY REQUESTED	
DATE AVAILABLE TO BEGIN		
How did you learn of this job opening?	Do you have any relatives or friends employed by Bedrock Boulders & Landscape Products? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please give name and relationship:	
What are your reasons or goals for seeking the position in which you are applying?		

EMPLOYMENT RECORD

Are you currently employed? Yes No

We routinely contact an applicant's current employer for reference checks. Would this pose any particular difficulty for you?

Yes No If yes, please explain: _____

List previous employment information starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Employer _____ Phone _____
 Address _____
 Position/Duties _____
 Dates of Employment: From _____ To _____ Supervisor _____
 Beginning Salary _____ Ending Salary _____
 Reason for Leaving: _____

Employer _____ Phone _____
 Address _____
 Position/Duties _____
 Dates of Employment: From _____ To _____ Supervisor _____
 Beginning Salary _____ Ending Salary _____
 Reason for Leaving: _____

Employer _____ Phone _____
 Address _____
 Position/Duties _____
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 Beginning Salary _____ Ending Salary _____
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Employer _____ Phone _____
 Address _____
 Position/Duties _____
 Dates of Employment: From _____ To _____ Supervisor _____
 Beginning Salary _____ Ending Salary _____
 Reason for Leaving: _____

May we contact previous employers? Yes No If no, please explain: _____

Have you ever been terminated from employment? Yes No If yes, please explain: _____

Use this space to give us information about your personal skills or abilities, work style, interpersonal or communication skills that would assist us in placing you: _____

REFERENCES

List Three (3) Business References **Not Related to You** That We May Contact

Name	Address	Phone #	Occupation	Years Known

EDUCATION

SCHOOL NAME	CITY/STATE	MAJOR/MINOR/COURSEWORK	GPA	
			MAJOR	OVERALL
HIGH SCHOOL				
COLLEGE				DEGREE
COLLEGE				DEGREE

For positions requiring the operation of a motor vehicle:

DRIVER'S LICENSE NO.: _____ STATE ISSUED: _____ EXP. DATE: _____

Do you have liability insurance? Yes No If yes, please give name of the insurance company and expiration date:

Has your driver's license ever been suspended or revoked for any reason? Yes No If yes, please give date and reason:

Have you been involved in a vehicle accident of any type within the last five (5) years? Yes No If yes, give date(s) and the nature and severity of the accident(s):

TRAFFIC VIOLATION RECORD

List traffic citations you have received during the five (5) years preceding the date of this application, and state the disposition of each, such as "dismissed", "paid fine", "defensive driving", etc.

<u>Date</u>	<u>Type</u>	<u>Disposition</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If you have been convicted of driving while intoxicated or under the influence, please explain:

NOTE: If you are hired for a driving position, you must keep us informed of any changes in your driving record.

HAVE YOU EVER BEEN CONVICTED OF A CRIME, EXCLUDING MISDEMEANORS AND TRAFFIC VIOLATIONS? IF YES, PLEASE EXPLAIN: (A CONVICTION WILL NOT NECESSARILY BAR YOU FROM EMPLOYMENT)

Are you able to perform the essential functions of the job in which you are applying either with or without reasonable accommodation? Yes No If no, describe the functions that cannot be performed:

Are you currently abusing drugs or alcohol? Yes No

PLEASE READ THE SECTION BELOW CAREFULLY, INITIAL EACH SECTION AND SIGN BELOW

1. _____ I certify that all information given on this application is true, correct and complete to the best of my knowledge. I understand deliberate falsification of this information is grounds for dismissal.
2. _____ I authorize Bedrock Boulders & Landscape Products to investigate all facts contained in my application for employment with said company, and authorize the release of any and all information by my past and present employers, wherever located, which may be required for a reference check. I further authorize all my previous employers and current employer to give any and all information concerning my employment and any other pertinent information which said employers may have, including opinions as to my work habits and attitude toward safety, supervisors and co-workers. I also understand that as part of the processing procedure for my employment application, an investigative report may be made concerning my character, general reputation, personal characteristics, credit background and mode of living. Upon written request, additional disclosure concerning the complete nature and scope of the investigation will be provided. I release all relevant parties from all liability of any damages resulting from furnishing such information.
3. _____ If I am denied a job based either wholly or in part because of information contained in a consumer report, I will be provided the name and address of the reporting agency that supplied the information.
4. _____ I further understand that this is an application for employment and that no employment contract either expressed or implied is being offered; and I understand that if employed, such employment is for an indefinite period and is subject to change in salary, conditions, benefits, and operating policies. Furthermore, I understand that just as I am free to resign at any time, the Employer reserves the right to discontinue my employment at any time with or without cause and without prior notice. I understand that no representative of the Employer has the authority to make any assurance to the contrary.
5. _____ I understand that my employment may be subject to the successful completion of a health examination and a drug and/or alcohol screen, and that my continued employment may be contingent upon successfully completing any drug and/or alcohol screen as required.
6. _____ If employed by Bedrock Boulders and Landscape Products, I agree to abide by its rules and regulations. I understand that operating conditions may require me to temporarily work shifts rather than the one for which I am applying and I agree to such scheduling change as directed by my supervisor or the management.
7. _____ This application is current for only 90 days. Given the number of applications received, it may not be possible for the Company to contact each applicant regarding his/her status. At the conclusion of 90 days, if I have not heard from the Employer and still wish to be considered for employment, it will be necessary for me to fill out a new application.

Signed on this the _____ day of _____, 20_____.

Applicant Signature