

# APPLICATION FOR EMPLOYMENT

*An Equal Opportunity Employer*

No. \_\_\_\_\_



Date: \_\_\_\_\_  
*Expires in 30 days*

**\*NOTE:** Employment dependent on completion of this form in full and providing only the information requested. Failure to do so will result in disqualification of your application.

“Employment is conditional upon the following criteria: your ability to verify your eligibility to work for Volks Constructors in the United States, favorable results of reference checks, passing an alcohol/drug test, and reading and signing Volks’ Drug and Alcohol Policy. It is understood and agreed that prior work history with Volks will be taken into consideration and that the terms and conditions of employment may be altered by the company at any time, with or without cause or notice.”

It is understood that any employment resulting from this application maybe temporary and limited to the particular skill for which the employment is offered.

PERSONAL INFORMATION			
Name: (Last)	(First)	(Middle)	(Jr., Sr., etc.)
Present Address: (Street)			Social Security Number: / /
(City) (State) (Zip Code) (Parish/County)			Present Phone Number: ( )
Are you 18 years of age or over? If not, state			Alternate Phone Number: ( )
<input type="checkbox"/> YES <input type="checkbox"/> NO		If an offer of employment is made can you verify your eligibility to work for Volks in the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Applying for position of:		Years of experience:	
1. Primary Skill: _____		_____	
2. Secondary Skill: _____		_____	
3. Salary Desired: _____		_____	
Would you work overtime if required? <input type="checkbox"/> YES <input type="checkbox"/> NO		Would you work out of town? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Do you have any relatives working for this company? If yes, name:		Date available for work / /	
<input type="checkbox"/> YES <input type="checkbox"/> NO		relationship:	
Who or how where you referred to Volks Constructors?			
Have you ever been convicted of a felony? If yes, please explain: <i>(A conviction will not necessarily disqualify you from employment.)</i>			
<input type="checkbox"/> YES <input type="checkbox"/> NO			
EDUCATION			
<b>ELEMENTARY AND HIGH SCHOOL</b>			
Highest grade completed:	Did you graduate from high school? <input type="checkbox"/> YES <input type="checkbox"/> NO	School name and location:	
<b>COLLEGE</b>			
Highest Year Completed:	Did you graduate from college? <input type="checkbox"/> YES <input type="checkbox"/> NO	Major:	School name and location:
<b>GSHO SAFETY TRAINING COURSE</b>			
<input type="checkbox"/> YES <input type="checkbox"/> NO			Expiration Date:
<b>TRADE SCHOOL OR OTHER</b>			
Highest Year Completed:	Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	Major:	School name and location:
Highest Year Completed:	Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	Major:	School name and location:
List all other training and/or special skills: _____			