



800 Towne Oaks Drive · Little Rock, Arkansas 72227

APPLICATION FOR EMPLOYMENT

(In order for your application to be considered by Platinum Drywall, Inc. you must answer all questions completely. If you need extra space to give a complete answer, please use the extra space provided on page 3.)

DATE: _____

NAME: _____
(Last) (First) (Middle)

Soc. Sec No. _____

CURRENT ADDRESS: _____

HOME PHONE: _____

CITY: _____ STATE: _____

ZIP CODE: _____

E-MAIL ADDRESS: _____

CELL PHONE: _____

HOW LONG HAVE YOU LIVED IN THIS CITY? _____

Position (s) Applying for: _____

Rate of Pay expected: _____

Do you want to work: Full Time _____ Part Time: _____

If applying for part time what days and hours? _____

Are you willing to work weekends, holidays and rotating shifts? _____

Please explain any hour limitations: _____

Have you worked for us before? _____ If yes, When? _____

Do you have any relatives working for us? _____

Do you have any skills, qualifications or experience which you feel would fit you for work with us? _____

Do you have reliable transportation to get to work? _____

Are you 18 or older? Yes _____ No _____

Have you served in the Armed Force Services? Yes _____ No _____

Date of Service: From _____ To _____

Branch of Service: _____ Duties: _____

Rank at time of enlistment: _____ Rank at time of Discharge: _____

Do you have any impairments (Physical, mental or medical), which would interfere with your ability to do the job (s) for which you are applying? Yes _____ No _____

Please Describe: _____

Have you ever been convicted of a crime? Yes _____ No _____

If yes, explain when, where, and all criminal convictions: _____

Are there any felony charges pending against you now? _____

When can you start? _____

EDUCATION

(List each school separately)

<u>Years Attended</u>	<u>Name of School</u>	<u>City & State</u>
High School _____	_____	_____
College _____	_____	_____
Other (specify) _____	_____	_____

If you did not graduate, why did you leave school or college? _____

If you were in school within the last two years, how many days were you absent and or late? _____

WORK EXPERIENCE

(List most recent jobs first)

<u>COMPANY NAME</u>	<u>PHONE #</u>	<u>DATE OF EMPLOYED</u>	<u>SUPERVISOR</u>	<u>PAY RATE</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If you were employed in the last two years, how many days were you absent and/or late? _____

ADDITIONAL INFORMATION

NOTICE TO ALL APPLICANTS

Before any applicant can begin work, the person must be able to verify, under federal law, that he or she is authorized to work in the United States. All applicants offered a position with Platinum Drywall will have to document that he or she is authorized to work before the hiring process will be complete.

All applicants are being notified at the time that, if selected for hire, it will be your responsibility to provide Platinum Drywall with documentation showing your right to work. Platinum Drywall is giving you this notice so you may have those documents ready if you should be offered a position with us. The documents will be reviewed at the time a conditional offer of employment is made.

REFERENCES

(Not former employers or relatives)

<u>NAME</u>	<u>ADDRESS AND TELEPHONE NUMBERS</u>	<u>OCCUPATION</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PLEASE READ CAREFULLY

1 Certification of Truthfulness:

I certify that all statements on this Application of Employment are made completely, and truthfully and without evasion, and further understand and agree that such statements may be investigated and if found to be false will be sufficient reason for not being employed, or if employed may result in my dismissal.

2 Authorization for employment information?

I authorized the references I have listed above, and any prior or current employer of mine, to give you any and all information concerning my previous employment, including any disciplinary information and any pertinent information they may have, personal or otherwise, and release all parties from liability for any damage that may result from furnishing information to you. Also, I hereby waive written notice to me that employment information is being provided by any person or organization.

3 Employment at will:

If hired, in consideration of my employment I agree to abide by the rules and policies of Platinum Drywall. I further agree that such employment and all compensation can be terminated with or without notice at any time, at the option of either Platinum Drywall or me. I understand that no agent or representative of Platinum Drywall has any authority to make any agreement contrary to the foregoing, except by a written employment contract by Platinum Drywall's President.

Date: _____

Applicant's Signature