



135 E. Railroad Avenue
Monrovia, CA 91016

EMPLOYMENT APPLICATION

The Company is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard of the basis of race, color, religion, gender (including pregnancy, childbirth, or related medical conditions), gender identity, gender expression, gender non-conforming individuals, genetic information, national origin, ancestry, age, medical condition, physical disability, mental disability, veteran status, marital status, domestic partnership, sexual orientation, or any other basis prohibited by law.

PERSONAL

Last Name			First			Middle Initial		
Other Name(s) Used						Home Telephone # () -		
Address City						State		
						Zip Code		
(If less than 5 years please list prior address)						Cellular Phone # () -		
Email Address								
Position Applying For				Referred By			Salary Desired \$	
Have you ever interviewed with the Company before? <input type="checkbox"/> Yes <input type="checkbox"/> No					If yes, list date(s), and job title(s)			
Have you ever been employed by the Company? <input type="checkbox"/> Yes <input type="checkbox"/> No					If yes, list date(s), job title(s) and location(s)			
Do you have any relatives employed by the Company? <input type="checkbox"/> Yes <input type="checkbox"/> No					If yes, list date(s), job title(s) and location(s)			
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No					If under 18, do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No			

EDUCATION

Highest Grade Completed:		High School		_____ years	
		College, Trade or Business		_____ years	
		Graduate Studies		_____ years	
School		Address		Major Studies	
				Degree, Diploma, License or Certificate	
High School					
College/University					
Vocational, Business, Other					
List Any Professional Designations					
Other Special Knowledge, Skills or Qualifications					
Do you type? <input type="checkbox"/> Yes <input type="checkbox"/> No			If yes, WPM:		
Computer Skills (Hardware/Software)					

EMPLOYMENT HISTORY

List all employments for the past 10 years, starting with the most recent position. All information **must** be completed. You may attach a resume, but not in place of completing the required information.

Employed From / /	Employer Name	Supervisor First Name	Supervisor Last Name
Employed Until / /	Employer Address	Supervisor Phone #	Email Address
Job Title		Reason For Leaving	
Duties and Responsibilities			

Employed From / /	Employer Name	Supervisor First Name	Supervisor Last Name
Employed Until / /	Employer Address	Supervisor Phone #	Email Address
Job Title		Reason For Leaving	
Duties and Responsibilities			

Employed From / /	Employer Name	Supervisor First Name	Supervisor Last Name
Employed Until / /	Employer Address	Supervisor Phone #	Email Address
Job Title		Reason For Leaving	
Duties and Responsibilities			

- | | | |
|--------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | May we contact your current employer for references? |
| <input type="checkbox"/> | <input type="checkbox"/> | If hired, will you be able to work overtime? |
| <input type="checkbox"/> | <input type="checkbox"/> | Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodation? |

CERTIFICATION & AUTHORIZATION

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application and for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials: _____

I hereby authorized the Company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further authorize the references I have listed to disclose to the Company any and all letters, reports and other information related to my work records, without my giving prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims or liabilities arising out of or in any way related to such investigation or disclosure. The Company will consider qualified applicants including those with criminal histories, in a manner consistent with the local "Fair Chance" Ordinance(s).*

Initials: _____

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between myself and the Company under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired, my employment will terminate at will and may be terminated by me, or the Company at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

Initials: _____

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and complete the required employment eligibility verification form upon hire.

I hereby acknowledge that I have read and agreed to the above statements.

Signature

Date

**(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered post offer of employment and prior to hire).*

References:

List below persons not related to you who have knowledge of your work performance within the past three (3) years:

_____ First Name	_____ Last Name	_____ Phone number
_____ Address & Street	_____ City State	_____ Zip Code
_____ Occupation	_____ No. of Years Acquainted	_____
_____ First Name	_____ Last Name	_____ Phone number
_____ Address & Street	_____ City State	_____ Zip Code
_____ Occupation	_____ No. of Years Acquainted	_____
_____ First Name	_____ Last Name	_____ Phone number
_____ Address & Street	_____ City State	_____ Zip Code
_____ Occupation	_____ No. of Years Acquainted	_____



EMPLOYEE PROFILE

NOTE: Please print in all categories

Last Name: _____ First Name: _____

Department: _____ Date of Hire: _____

Title _____ Supervisor: _____

EMPLOYEE GENERAL INFORMATION

Address: _____ City: _____ Zip Code: _____

Home Telephone # _____ Cell # _____

Current Position: _____ Supervisor: _____

Date of Birth: _____ Gender (circle one): Male Female

Please **voluntarily** provide the following information:

Ethnic group (circle one): Asian/Pacific Islander Hispanic Black/African American
American Indian/ Native Alaskan White/Other

Are you a Veteran (circle one): Yes No

If yes, please circle the following: Vietnam Era Veteran Special Disabled Veteran
Other Eligible Veteran Status

EMERGENCY CONTACT

Contact First/Last Name: _____

Telephone Number: _____ Work Number: _____ Ext# _____

Relationship: _____

Employee Signature

Date

This form contains information that is essential for the Company to comply with the Equal Employment Opportunity Commission. The Company requests, but does not require, the form be completed and returned to Human Resources at the completion of the orientation process.



Drug Test Consent Form

NOTICE AND AUTHORIZATION FOR JOB APPLICATION DRUG TESTING

As a matter of policy and to help ensure a safe work environment free of the use of illegal drugs that may impair your ability to perform the essential functions of the position, Sound Crete Contractors Inc.. screens job applicants for the presence of illegal drugs. A negative drug test is a condition of employment at Sound Crete Contractors Inc.. Applicants refusing to take a pre-employment drug test will not be considered for employment Sound Crete Contractors Inc. Furthermore, positive test findings will result in any offer of employment being withdrawn or termination if the results are received after your start date.

A positive test result will disqualify you from employment or consideration from employment at Sound Crete Contractors Inc. for a period of six (6) months, from the date the notice of the positive result was received.

Submitting an altered urine sample will be treated as a positive test result.

CONSENT AGREEMENT AND RELEASE OF LIABILITY

I have read, understand, agree, and consent to Sound Crete Contractors Inc. policy as stated above.

I AUTHORIZE Sound Crete Contractors Inc. and its physician(s), nurses, technicians or agents to collect a specimen(s) of my urine for chemical analysis.

I UNDERSTAND that decisions regarding my application for employment at Sound Crete Contractors Inc. will be made from the result of the test.

I CONSENT to this test for drugs and authorize the attending physician and testing laboratory to provide test results to Sound Crete Contractors Inc.. In consideration for your review of my application, I hereby release Sound Crete Contractors Inc. its affiliates, agents and employees from any liability resulting from employment decisions made from the results of this test.

Applicant’s Signature

Date

Print Name

Social Security Number