

SE&M CONSTRUCTORS
APPLICATION FOR EMPLOYMENT

6441 E. NC HWY 97

P.O. BOX 7159

ROCKY MOUNT, NC 27804

PERSONAL INFORMATION:

NAME (LAST, FIRST, MIDDLE):	DATE:
PRESENT ADDRESS:	DO YOU HOLD A VALID DRIVERS LICENSE?
PERMANENT ADDRESS:	LICENSE NUMBER:
PHONE NUMBER:	
STATE NAME AND RELATIONSHIP OF ANY RELATIVE IN OUR EMPLOY:	REFERRED BY:

EMPLOYMENT DESIRED:

POSITION:	
DATE YOU CAN START:	SALARY DESIRED:
ARE YOU EMPLOYED NOW?	MAY WE CONTACT YOUR EMPLOYER?
HAVE YOU EVER APPLIED TO THIS COMPANY BEFORE:	WHEN:

EDUCATION:

SCHOOL	NAME AND LOCATION	GRADUATED YES OR NO	MAJOR SUBJECTS	GPA
HIGH SCHOOL				
COLLEGE				
OTHER PLEASE SPECIFY				

OTHER INFORMATION:

SUBJECTS OF SPECIAL STUDY OR RESEARCH WORK:
SPECIAL TRAINING:
ACTIVITIES (CIVIC, ATHLETIC):

EXCLUDE ORGANIZATIONS, THE NAME OR CHARACTER OF WHICH INDICATES THE RACE, CREED, SEX, MARTIAL STATUS, AGE, COLOR, OR NATIONAL ORIGIN OF ITS MEMBERS.

FORMER EMPLOYERS: LIST THE LAST EMPLOYERS, STARTING WITH PRESENT OR MOST RECENT.

DATE / MONTH / YEAR	NAME AND ADDRESS	SALARY	POSITION	REASON OF LEAVING
TO:		\$		
FROM:		PER:		
TO:		\$		
FROM:		PER:		
TO:		\$		
FROM:		PER:		
TO:		\$		
FROM:		PER:		

REFERENCES: GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1.			
2.			
3.			

IN CASE OF EMERGENCY, NOTIFY: _____
 ADDRESS: _____

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF FACTS CALLED FOR IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND AND AGREE THAT MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, AT THE DISCRETION OF THE EMPLOYER BE TERMINATED AT ANY TIME WITHOUT ANY PREVIOUS NOTICE. I UNDERSTAND THAT I WILL BE REQUIRED TO FOLLOW THE GUIDELINES OF THE DRUG TESTING POLICY, WHICH INCLUDES BEING TESTED WHEN BEING CONSIDERED FOR EMPLOYMENT.

SIGNED: _____ DATE: _____

APPLICANT - DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY:		DATE:
REMARKS:		
NEATNESS:		
ABILITY:		
HIRED:	DEPT:	POSITION:
START DATE:	SALARY:	

APPROVALS:

 EMPLOYMENT MANAGER

 EMPLOYMENT HEAD

 GENERAL MANAGER