

KAD Construction, Inc.

5132 Departure Dr.

Raleigh, NC 27616

Phone: (919) 790-2323

Fax: (919) 790-7077

## **EMPLOYMENT APPLICATION**

**PLEASE READ CAREFULLY:** All requested information must be furnished. The information you give will be used to determine your qualifications for employment. It is IMPORTANT that you answer all questions on your application fully and accurately.

If an item does not apply to you, or if there is no information to be given, please write in the letters N.A for Not Applicable.

This record will be strictly confidential and the exclusive property of KAD Construction, Inc.

KAD Construction, Inc. complies with the Immigration Reform and Control Act of 1986. All employees must provide documentation to verify identify and employment eligibility within the first three days of employment with KAD Construction, Inc.

KAD Construction, Inc. is an equal opportunity employer and does not discriminate on the basis of race, sex, color, creed, age, disability, sexual orientation, or national origin.

As an employee, you will be employed at-will and are completely free to leave the company anytime you choose, for any reason. The company has the same right to end the employment relationship anytime, for any reason.

This application is valid for 30 days. If you wish to be considered for employment after this 30 day period a new application must be completed.

# APPLICATION FOR EMPLOYMENT

<b>P</b>	LAST NAME	FIRST	MIDDLE	DATE
<b>E</b>	STREETS ADDRESS			APT NO. TELEPHONE NUMBER (      )
<b>R</b>	CITY, STATE, ZIP			
<b>S</b>	HAVE YOU EVER APPLIED FOR EMPLOYMENT WITH US?			SOCIAL SECURITY NO.
<b>O</b>	POSITION DESIRED	YRS. OF EXPERIENCE	DATE YOU CAN START	PAY EXPECTED
<b>N</b>	PART FROM ABSENCE FOR RELIGIOUS OBSERVANCE, ARE YOU AVAILABLE FOR FULL-TIME WORK? YES NO IF NOT, WHAT HOURS CAN YOU WORK?			WILL YOU WORK OVERTIME IF ASKED?
<b>A</b>	HAVE YOU EVER BEEN CONVICTED OF A CRIME, OTHER THAN MINOR TRAFFIC OFFICES: YES NO			ARE YOU 18 YRS. OLD OR OLDER? YES NO
<b>L</b>	IF SO, PLEASE EXPLAIN (NOTE: A PRIOR CONVICTION WILL NOT NECESSARILY BAR YOU FROM EMPLOYMENT; HOWEVER, THE TYPE OF CONVICTION AND WHEN IT OCCURRED WILL BE CONSIDERED.)			

<b>E D U C A T I O N</b>		NAME AND LOCATION OF SCHOOL	YRS COMPLETED	DID YOU GRADUATE?
	HIGH SCHOOL			YES NO
	BUSINESS/TRADE /TECHNICAL			YES NO
	COLLEGE			YES NO

<b>MILITARY</b>	DID YOU SERVE IN THE U.S. ARMED FORCES? YES NO	IF <input type="checkbox"/> YES @ IN WHAT BRANCH?
DESCRIBE ANY TRAINING RECEIVED RELEVANT TO THE POSITION FOR WHICH YOU ARE APPLYING.		

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<b>EMPLOYMENT</b>	PLEASE GIVE ACCURATE COMPLETE FULL-TIME AND PART-TIME EMPLOYMENT RECORD. START WITH YOUR PRESENT OR MOST RECENT EMPLOYER		
	COMPANY NAME	TELEPHONE	
	ADDRESS	EMPLOYED (MONTH AND YEAR) FROM	TO
	NAME OF SUPERVISOR	WEEKLY PAY? START	LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING?	
	COMPANY NAME	TELEPHONE	
	ADDRESS	EMPLOYED (MONTH AND YEAR) FROM	TO
	NAME OF SUPERVISOR	WEEKLY PAY? START	LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING?	
	COMPANY NAME	TELEPHONE	
	ADDRESS	EMPLOYED (MONTH AND YEAR) FROM	TO
	NAME OF SUPERVISOR	WEEKLY PAY? START	LAST
	STATE JOB TITLE AND DESCRIBE YOUR WORK	REASON FOR LEAVING?	
<b>DO NOT CONTACT</b>	WE MAY CONTACT THE EMPLOYERS LISTED ABOVE UNLESS YOU INDICATE THOSE YOU DO NOT WANT US TO CONTACT		
EMPLOYER:			

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**CERTIFICATION**

I certify that the information in this APPLICATION is true and understand that misrepresentations or false or omitted facts may result in my termination, regardless of the time of discovery by the company. I also understand that, if hired, my EMPLOYMENT is for no definite period and may be terminated at any time without written notice and that, without a written contract signed by the President of the company; I will remain an at-will employee and can be terminated at any time without any notice. As to termination of EMPLOYMENT, this is the only agreement and this is a complete agreement.

I authorize investigation of the statements contained herein and the references listed above to give you any and all information concerning my previous EMPLOYMENT and any pertinent information such references may have, personal or otherwise and release all parties from all liability for any damage that may result from furnishing same to you.

I understand that if the company decides to engage an investigative consumer reporting agency to report on my credit and personal history, the company will provide me, at my request, with the name and address of the agency so that I can obtain from them the nature and substance of the information contained in the report.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

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**DO NOT WRITE BELOW THIS LINE**

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Hire: Yes \_\_\_\_\_ NO \_\_\_\_\_ Date To Report: \_\_\_\_\_

Position: \_\_\_\_\_ Rate: \_\_\_\_\_

Comments: \_\_\_\_\_

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