



NC GRADING & UTILITY CONTRACTORS
252 - 393 - 2504

APPLICATION FOR EMPLOYMENT

S.S. # _____

This Civil rights Act of 1964 prohibits discrimination in employment because of race, color, gender, religion or national origin. The Age of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age but less than 70. Title 1 provision of the American With Disabilities Act of 1990 prohibits discrimination against qualified individuals with disabilities in job application procedures.

PERSONAL INFORMATION

NAME _____
 (LAST) (FIRST) (MIDDLE)

ADDRESS _____
 (STREET) (CITY) (STATE) (ZIP)

PHONE NUMBER _____ DRIVERS LICENSE # _____

ARE YOU LEGALLY ELIGIBLE TO WORK IN THE U.S.? YES ___ NO ___ BIRTHDATE _____

POSITION APPLIED FOR _____ SALARY DESIRED _____

REFERRED BY _____

WOULD YOU PREFER TO WORK: FULL TIME ___ PART TIME ___ TEMP ___ DATE AVAILABLE _____

ARE YOU EMPLOYED NOW? YES ___ NO ___ IF YES, MAY WE CONTACT YOUR EMPLOYER? _____

PLEASE LIST ANY ADDITIONAL INFORMATION THAT RELATES TO YOUR ABILITY TO PERFORM THE JOB FOR WHICH YOU HAVE APPLIED, SUCH AS SPECIAL TRAINING, MACHINE OPERATIONS, HOBBIES, LANGUAGES, CERTIFICATIONS

U.S. ARMED FORCES? YES ___ NO ___ IF YES, BRANCH _____ RANK _____

DISCHARGE DATE _____

HAVE YOU BEEN CONVICTED OF A FELONY WITHIN THE PAST 10 YEARS? YES ___ NO ___

IF YES, PLEASE EXPLAIN _____

(CONVICTION WILL NOT NECESSARILY DISQUALIFY APPLICANT FOR EMPLOYMENT)

EMERGENCY CONTACT _____
 (NAME) (PHONE) (RELATIONSHIP)

EDUCATION	NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	GRADUATED	COURSE OR MAJOR
HIGH SCHOOL				
COLLEGE				
TRADE/BUS				
OTHER				

EMPLOYMENT HISTORY

(PLEASE PRINT)

LIST CURRENT FIRST

CURRENT _____ TELEPHONE _____
ADDRESS _____
POSITION _____
REASON FOR LEAVING _____

CURRENT _____ TELEPHONE _____
ADDRESS _____
POSITION _____
REASON FOR LEAVING _____

CURRENT _____ TELEPHONE _____
ADDRESS _____
POSITION _____
REASON FOR LEAVING _____

CURRENT _____ TELEPHONE _____
ADDRESS _____
POSITION _____
REASON FOR LEAVING _____

CURRENT _____ TELEPHONE _____
ADDRESS _____
POSITION _____
REASON FOR LEAVING _____

REFERENCES

(PLEASE PRINT)

LIST THREE

NAME	RELATIONSHIP TO APPLICANT	TELEPHONE	YEARS KNOWN
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____