



529 W. Prospect Rd.
Ashtabula, OH 44047

FIELD APPLICATION

Application
for Employment

Date: ___/___/___

NOTE: This application form was designed for use by persons applying for positions within the construction fields. Some types of questions may not be completely applicable to your situation, *but* we ask that you answer all job-related inquiries to the best of your ability and knowledge.

JCI Contractors, Inc. is an Equal Opportunity Employer. All applicants will be evaluated on the basis of their qualifications for the job intended. Federal and/or state law prohibits discrimination on the basis of race, color, religion, sex, national origin, age, disability, or any other protected status.

PERSONAL

(PLEASE PRINT WITH BLACK OR BLUE BALLPOINT PEN)

Name _____
(Last) (First) (Middle)

Street _____

City _____ State _____ Zip _____

Best telephone number to be reached at: (Check those that apply)

Home: _____ Cellular: _____

Email Address: _____ Position applying for: _____

Date available: _____

Are you able to work out of state and/or further than three (3) hours away? Yes No

Are you 18 years of age or older? Yes No Are you under the age of 21? Yes No

Have you ever been convicted of a felony? Yes No Are you able to engage in random drug testing? Yes No

Do you have any relatives or close friends working at JCI? Yes, whom _____ No

Are you employed now? Yes No May we contact your present employer? Yes No

Have you ever been employed by JCI Contractors, Inc. before? Yes No

If Yes, when? _____

FORMER EMPLOYERS

List below your past two (2) employers starting with most recent.

1.) Employer name: _____

2.) Employer name: _____

Ending salary: _____

Ending salary: _____

Position: _____

Position: _____

Dates employed: From _____ to _____ ex. (MM/YY)

Dates employed: From _____ to _____ ex. (MM/YY)

EDUCATION

High School:

Trade School/College/Other:

Name and location of school: _____

Name and location of school: _____

Number of years attended: (Circle one) 1 2 3 4

Number of years attended: (Circle one) 1 2 3 4

Diploma/ Degree: _____

Diploma/Degree: _____

G.P.A.: _____

G.P.A.: _____

Major Field of Study: _____

Major Field of Study: _____

GENERAL

Special Skills pertaining to construction: _____

Additional information that relates to your ability to perform the job for which you are applying - licenses, professional memberships, etc.:

REFERENCES (Please complete all three (3))

REFERENCE #1:

NAME: _____

Occupation _____

ADDRESS _____

Years Acquainted _____

E-Mail _____

Phone Number _____

REFERENCE #2:

NAME: _____

Occupation _____

ADDRESS _____

Years Acquainted _____

E-Mail _____

Phone Number _____

REFERENCE #3:

NAME: _____

Occupation _____

ADDRESS _____

Years Acquainted _____

E-Mail _____

Phone Number _____

NOTE: IF RESUME IS AVAILABLE PLEASE ATTACH TO THIS APPLICATION FORM.

EMPLOYMENT DISCLOSURE

I certify that all the statements herein are true and understand that any falsification or willful omission shall be sufficient cause for dismissal or refusal of employment.

In the event of and consideration for my employment, I agree to conform to the JCI Contractors rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or JCI's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause or notice, at any time by JCI, and that my employment relationship is an at-will employment relationship. This application is not and is not intended to be a contract for continued employment.

I understand that JCI will thoroughly investigate my work and personal history and verify all data given on this application, on related papers, and in interviews. I authorize all individuals, schools and firms named therein, except my current employer if so noted, to provide any information requested about me, and I release them and JCI from all liability for damage in providing this information.

I hereby agree to submit to any lawful drug, polygraph or integrity testing that may be required as a condition of employment or continued employment and understand that refusal to submit to such testing during the course of my employment may result in disciplinary actions including termination.

I also understand that according to federal law all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and United States Citizenship status or, if aliens, their legal authorization to work in the United States of America. As a consequence, I understand that any offer of employment would be contingent on my ability to produce the required documentation within the time period required by law.

By signing and submitting this application, I affirm that I have read and agree to all of the disclosures and conditions included in this application.

Signature of applicant

Date