



**"No JOB TOO BIG OR TOO SMALL"**

## Employment Application

27895 Ott Rd  
Arcadia, IN 46030

**Date:**  **Phone #:**

**Name:**

**Address:**

**Date of Birth:**  **Social Security #:**

### Application Disclaimer

This application form is intended for use in evaluating your qualifications for employment. It is not an employment contract. Please answer all appropriate questions completely and honestly. False or misleading statements on this form, and during in the interview, are grounds for terminating the applicant process or employment. All qualified applicants will receive consideration with out discrimination because of race, sex, marital status, age, creed, national origin or the presence of disabilities. A felony conviction will not necessarily disqualify an applicant from employment. Additional testing of job-related skills may be required prior to employment. After an office employment and prior to reporting for work, you may be required to provide a medical history and/or submit to a medical exam and a drug screen.

### Availability

**What Date Can you Start:**  **Would you Prefer:**  PT  FT

### Employment History

Most recent Employer:	Yes	No	Are currently working for this employer? If Yes, may we contact?
	Yes	No	

<b>Company Name:</b> _____	<b>From:</b> _____	<b>To:</b> _____
<b>City/State:</b> _____	<b>Phone #:</b> _____	_____
<b>Duties:</b> _____	<b>Job Title:</b> _____	_____
<b>Reason For Leaving:</b> _____		
<b>Company Name:</b> _____	<b>From:</b> _____	<b>To:</b> _____
<b>City/State:</b> _____	<b>Phone #:</b> _____	_____
<b>Duties:</b> _____	<b>Job Title:</b> _____	_____
<b>Reason For Leaving:</b> _____		
<b>Company Name:</b> _____	<b>From:</b> _____	<b>To:</b> _____
<b>City/State:</b> _____	<b>Phone #:</b> _____	_____
<b>Duties:</b> _____	<b>Job Title:</b> _____	_____
<b>Reason For Leaving:</b> _____		

## License

Do you have a valid Driver's License?

Do you have a HVAC certification?

Do you have an Electrician's License?

Do you have a Plumber's License?

## Job Skills

- |   |   |
|---|---|
| <input type="checkbox"/> Cut, fit, or join floor covering or foundation materials         | <input type="checkbox"/> Collect payment          |
| <input type="checkbox"/> Install tile, linoleum or other floor coverings                  | <input type="checkbox"/> Provide customer service |
| <input type="checkbox"/> Install insulating materials                                     | <input type="checkbox"/> Work as a team member    |
| <input type="checkbox"/> Install locks, hinges, or related finish hardware                | <input type="checkbox"/> Drive van or light truck |
| <input type="checkbox"/> Install or replace glass in windows or skylights                 |   |
| <input type="checkbox"/> Install sub flooring, rough framing, or partitions               |   |
| <input type="checkbox"/> Tape dry wall joints   |   |
| <input type="checkbox"/> Attach moisture barrier sheeting on surfaces                     |   |
| <input type="checkbox"/> Build or repair structures in construction                       |   |
| <input type="checkbox"/> Construct, erect, or repair wooden frameworks or structures      |   |
| <input type="checkbox"/> Cut, shape, fit, or join wood or other construction materials    |   |
| <input type="checkbox"/> Determine dimensions of structures to be built                   |   |
| <input type="checkbox"/> Determine material or tool requirements                          |   |
| <input type="checkbox"/> Dig holes or trenches for foundations, posts, poles              |   |
| <input type="checkbox"/> Erect fences   |   |
| <input type="checkbox"/> Evaluate premises for cleanliness                                |   |
| <input type="checkbox"/> Fabricate beams  |   |
| <input type="checkbox"/> Install shingles, tile, slate, asphalt                           |   |
| <input type="checkbox"/> Install siding or sheeting                                       |   |
| <input type="checkbox"/> Repair cracks, defects, or damage in building materials          |   |
| <input type="checkbox"/> Verify levelness using level or plumb bob                        |   |
| <input type="checkbox"/> Verify trueness of structure using plumb bob or level            |   |
| <input type="checkbox"/> Finish or refinish floor, furniture, or related wood surfaces    |   |
| <input type="checkbox"/> Install doors, wood floors, window frames, trim, or stairs       |   |
| <input type="checkbox"/> Install drywall, plasterboard, or wallboard                      |   |
| <input type="checkbox"/> Mix mortar, grout, slurry, concrete, or related masonry material |   |
| <input type="checkbox"/> Build or install cabinets or related interior wood fixtures      |   |
| <input type="checkbox"/> Paint walls or other structural surfaces                         |   |
| <input type="checkbox"/> Prepare building surfaces for paint, finishes                    |   |
| <input type="checkbox"/> Use basic carpentry techniques                                   |   |
| <input type="checkbox"/> Use hand or power woodworking tools                              |   |
| <input type="checkbox"/> Climb ladders or scaffolding                                     |   |
| <input type="checkbox"/> Consult with customers concerning needs                          |   |

By signing, you are giving authorization to contact previous employers and agreeing that all answers given are true and complete to the best of my knowledge.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date: