



## EMPLOYMENT APPLICATION

The Company is an equal opportunity/affirmative action employer. All qualified applicants will be considered without regard of the basis of race, color, religion, gender (including pregnancy, childbirth, or related medical conditions), gender identity, gender expression, gender non-conforming individuals, genetic information, national origin, ancestry, age, medical condition, physical disability, mental disability, veteran status, marital status, domestic partnership, sexual orientation, or any other basis prohibited by law.

## PERSONAL

Last Name			First			Middle Initial								
Other Name(s) Used						Home Telephone # (     ) -								
Address City						State			Zip Code			Cellular Phone # (     ) -		
(If less than 5 years please list prior address)														
Email Address														
Position Applying For				Referred By				Salary Desired \$						
Have you ever interviewed with the Company before? <input type="checkbox"/> Yes <input type="checkbox"/> No						If yes, list date(s), and job title(s)								
Have you ever been employed by the Company? <input type="checkbox"/> Yes <input type="checkbox"/> No						If yes, list date(s), job title(s) and location(s)								
Do you have any relatives employed by the Company? <input type="checkbox"/> Yes <input type="checkbox"/> No						If yes, list date(s), job title(s) and location(s)								
Are you at least 18 years old? <input type="checkbox"/> Yes <input type="checkbox"/> No						If under 18, do you have a work permit? <input type="checkbox"/> Yes <input type="checkbox"/> No								

## EDUCATION

Highest Grade Completed:				High School				_____ years			
				College, Trade or Business				_____ years			
				Graduate Studies				_____ years			
School			Address			Major Studies			Degree, Diploma, License or Certificate		
High School											
College/University											
Vocational, Business, Other											
List Any Professional Designations											
Other Special Knowledge, Skills or Qualifications											
Do you type? <input type="checkbox"/> Yes <input type="checkbox"/> No                      If yes, WPM:											
Computer Skills (Hardware/Software)											

## EMPLOYMENT HISTORY

List all employments for the past 10 years, starting with the most recent position. All information **must** be completed. You may attach a resume, but not in place of completing the required information.

Employed From / /	Employer Name	Supervisor First Name	Supervisor Last Name
Employed Until / /	Employer Address	Supervisor Phone #	Email Address
Job Title		Reason For Leaving	
Duties and Responsibilities			

Employed From / /	Employer Name	Supervisor First Name	Supervisor Last Name
Employed Until / /	Employer Address	Supervisor Phone #	Email Address
Job Title		Reason For Leaving	
Duties and Responsibilities			

Employed From / /	Employer Name	Supervisor First Name	Supervisor Last Name
Employed Until / /	Employer Address	Supervisor Phone #	Email Address
Job Title		Reason For Leaving	
Duties and Responsibilities			

Yes

No

May we contact your current employer for references?



If hired, will you be able to work overtime?



Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodation?

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The nature of the offense, date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered post offer of employment and prior to hire).

## CERTIFICATION & AUTHORIZATION

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application and for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials: \_\_\_\_\_

I hereby authorized the Company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment unless otherwise specified above. I further authorize the references I have listed to disclose to the Company any and all letters, reports and other information related to my work records, without my giving prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and association from any and all claims or liabilities arising out of or in any way related to such investigation or disclosure. The Company will consider qualified applicants including those with criminal histories, in a manner consistent with the local "Fair Chance" Ordinance(s).

Initials: \_\_\_\_\_

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Company is intended to create an employment contract between myself and the Company under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired, my employment will terminate at will and may be terminated by me, or the Company at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

Initials: \_\_\_\_\_

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and complete the required employment eligibility verification form upon hire.

I hereby acknowledge that I have read and agreed to the above statements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**References:**

List below persons not related to you who have knowledge of your work performance within the past three (3) years:

First Name	Last Name	Phone number
Address & Street	City State	Zip Code
Occupation	No. of Years Acquainted	

First Name	Last Name	Phone number
Address & Street	City State	Zip Code
Occupation	No. of Years Acquainted	

First Name	Last Name	Phone number
Address & Street	City State	Zip Code
Occupation	No. of Years Acquainted	

## Qualifications for Applicants Disclosure

We are pleased that you are considering M Bar C Construction as a prospective employer and have decided to apply for a position with the Company. We, of course, are eager to consider you and your relevant professional experience for a position with us. To that end, we must review a few guidelines and restrictions the Company is required to enforce as a result of partnering with governmental agencies, colleges and school districts, that impact the way we hire for specific positions and projects.

If you are applying for a position with the Company that will include work on a job/project involving a college or school district, please be advised that your background investigation must be free of felony charges or convictions. If your background investigation reveals prior felony charges or convictions, you may be disqualified to work on the projects where there are strict guidelines with regard to felonies.

In order for the Company to partner with these agencies and school districts, the Company must comply with specific hiring guidelines. However, the Company in no way discriminates against any applicant due to any protected category under the law. As stated in our Employee Handbook:

***M-C is an equal opportunity employer and makes employment decisions on the basis of merit. We want to have the best available persons in every job. Company policy prohibits unlawful discrimination based on race, color, creed, sex, gender (including gender identity and gender expression), non-conforming gender individuals, religion/religious beliefs, religious dress, marital status, registered domestic partner status, age, national origin or ancestry, physical or intellectual disability, medical condition (including cancer-related and genetic characteristics), genetic information, sexual orientation, pregnancy, childbirth or related medical conditions, breastfeeding, military or veteran status or any other basis protected by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics or is associated with a person who has or is perceived as having any of those characteristics. All such discrimination is unlawful.***

If this disclosure addresses a felony charge/conviction in your past, we appreciate your sharing that information with us during the interview process so that we can determine if there are any other opportunities with the Company that would fall outside of the college and/or school district guidelines where we could be more lenient and afford you a chance to work with our amazing Company.