

MIKALAN ROOFING, INC. PRE-EMPLOYMENT APPLICATION

Our Company is an equal opportunity employer and will consider all applicants for all positions equally without regard to their race, sex, age, color, religion, national origin, veteran status or any disability as provided in the Americans With Disabilities Act.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed. Each question should be answered in a complete and accurate manner as no action can be taken on this application until all questions have been answered.

PERSONAL:

Date ____/____/____

Name: Last _____ First _____ Middle _____

Cell phone () _____ Home phone () _____

Address: No. _____ Street _____ City _____ State _____ Zip _____

Social Security Number _____ Are you over 18? Yes ___ No ___ Date of Birth ____/____/____

Driver's License number _____ State _____ Type _____ Currently Valid: Yes ___ No ___

Are you a citizen of the U.S. or do you have the legal right to be employed in the United States? Yes ___ No ___

Have you ever been convicted of any crime (excluding minor traffic violations) including driving while under the influence of alcohol or drugs? Yes ___ No ___

-If yes, state the offense, location, date and current status _____

Note: A conviction will not necessarily disqualify you from employment.

Employment Desired:

Are you seeking: Full time ___ Summer ___ employment? Salary desired: \$ _____ Date available to start ____/____/____

Have you ever applied to our company before? Yes ___ No ___ Have you worked here before? Yes ___ No ___

Name of person who referred you? _____

EDUCATION:

High School Name _____ Graduated? Yes ___ No ___

Trade School Name _____ Graduated? Yes ___ No ___

College Name _____ Graduated? Yes ___ No ___

If you did not graduate, why did you leave high school or college? _____

Are you planning to pursue further studies? If so, when and where? _____

Military:

Have you ever served in the Military? Yes ___ No ___

Service Branch _____ Date entered ____/____/____ Date separated ____/____/____

Capability/Reliability:

Would you be willing and able to perform all of the tasks required by the job you are applying for? Yes ___ No ___

If not, explain which tasks _____

Have you filed any type of fraudulent claim against any of your present or past employers? Yes ___ No ___

If yes, explain _____

Will you abide by the safety rules of this company? Yes ___ No ___

Have you ever been disciplined for violating company safety rules or regulations? Yes ___ No ___

If yes, please explain _____

Have you ever been fired, or asked to resign from a job? Yes ___ No ___ If yes, please explain _____

Have you ever been disciplined or received verbal or written warnings for absenteeism or tardiness? Yes ___ No ___

If yes, please explain _____

How many days of work have you missed in the last two years? _____

How many times have you been late for work in the last two years? _____

Work History:

List most recent or current employer: _____ City _____ State _____

Date started ___/___/___ Date ended ___/___/___ Starting Pay \$ _____ Ending Pay \$ _____

Best contact person _____ Reason for leaving _____

Name of employer: _____ City _____ State _____

Date started ___/___/___ Date ended ___/___/___ Starting Pay \$ _____ Ending Pay \$ _____

Best contact person _____ Reason for leaving _____

Name of employer: _____ City _____ State _____

Date started ___/___/___ Date ended ___/___/___ Starting Pay \$ _____ Ending Pay \$ _____

Best contact person _____ Reason for leaving _____

Are you presently employed? Yes ___ No ___ If yes, may we contact your present employer? Yes ___ No ___

Special Skills:

What languages do you speak fluently? English: _____ Spanish _____ Other _____

References:

Name	City	Phone	Relationship

Affidavit:

I certify that my answers to the foregoing questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application form or during my interviews may be grounds for my immediate discharge.

I hereby authorize the Company to contact any company or individual it deems appropriate to investigate my employment history, character and qualifications and I give my full and complete consent to their revealing any and all information they wish as a result of this investigation. In addition, I hereby waive my right to bring any cause of action against these individuals for defamation, invasion of privacy or any other reason because of their statements.

I agree that, if I am employed, I will abide by all the rules and regulations of the company. I understand that the taking of drug and alcohol tests, when given pursuant to company policy, are a condition of continued employment and refusal to take such tests when asked will be grounds for my immediate termination. I further understand that nobody in the Company is authorized to enter into any written or verbal employment contracts with me for any definite period of time without the express written consent of the President of the Company. I also understand that my employment is "at-will" and may be terminated by myself or by the Company at any time for any reason or no reason at all, with or without prior notice.

Signature _____ Date ___/___/___

