



NEWCOMER CONCRETE SERVICES, INC.

646 Townline Road 151

Norwalk, Ohio 44857

(419) 668-2789 Fax (419) 663-3441

Date: _____

APPLICATION FOR EMPLOYMENT

Circle position applying for: Concrete Excavation Shop Office

Full-time Part-time Summer Only

Date available to work: _____ to _____

Personal Information

Name Last: _____ First: _____ MI: _____

Address: _____

City: _____

Phone: _____

State: _____

Alternate Phone: _____

Zip: _____

Social Security #: _____

Who referred you to us for employment? _____

What is the last grade you completed in school? _____

Past Work Experience

List previous employers including address & phone #, beginning with most recent employer	Start Date/End Date Month/Year	Position/Type of Work	Reason for leaving
Name: _____ Address: _____ Phone#: _____	From: ____/____ To: ____/____		
Name: _____ Address: _____ Phone#: _____	From: ____/____ To: ____/____		
Name: _____ Address: _____ Phone#: _____	From: ____/____ To: ____/____		

May we contact the employers listed above? _____ If not, indicate below who you do not want contacted, and why.

Personal References:

Name: _____

Name: _____

Address: _____

Address: _____

Occupation: _____

Occupation: _____

Telephone #: _____

Telephone #: _____

Driving History:

Some positions require a valid driver's license and insurability in order for employment to be offered.

License #: _____ State: _____ Class: _____ Restrictions: _____

Is this license valid? YES NO

PLEASE TURN TO REVERSE SIDE FOR REMAINDER OF APPLICATION AND YOUR SIGNATURE



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Construction Applicants

Please circle all that you have construction related experience.

Laboring Concrete Finishing Equipment Operating Shop Maintenance
 Other _____

If necessary, are you willing to be away from home overnight, up to 6 days a week? YES NO

Road & shop employees are required to lift and carry at waist level 80-100 lbs. Can you perform this function with or without reasonable accommodations? YES NO

Do you belong to a union? YES NO If yes, what union (name)? _____ Local# _____

If no, would you be willing to join a union? YES NO

Office Applicants

Please circle all that you have experience:

Office machines Accounts Receivable Accounts Payable Receptionist Payroll
 Office Management Accounting Estimating Job Costing Computer

All Applicants

List any other experience, skills, or qualifications which you feel would benefit you for work with this company?

Why are you seeking employment with Newcomer Concrete?

Expected rate of pay: \$_____/ per hour

PLEASE READ BELOW CAREFULLY BEFORE SIGNING

My signature on this application authorizes Newcomer Concrete Services, Inc. to verify any information I have provided. Newcomer Concrete Services, Inc. is hereby authorized to conduct an investigation of my background, character, and driving records. I authorize all individuals, schools, and firms named herein, except if so noted, to provide any information requested about me, and I release them from all liability for any damage whatsoever for providing this information.

I understand that employment is contingent upon successful completion of a pre-employment drug screening performed by an Employee Health Physician designated by Newcomer Concrete Services, Inc.

I certify that all information provided is complete and true, and any falsification or omission may cause my application to be rejected or my employment terminated. I realize that receipt of a poor reference or failure to successfully complete drug screening may be cause for rejection or dismissal. I understand and agree that nothing in this application for employment, or said to me in any interview, or said by any company representative, or contained in any written material given to me, is intended to be any offer or promise or agreement by Newcomer Concrete Services, Inc. to employ me for any specified period of time or a limitation on the right of both me and Newcomer Concrete Services, Inc. to end employment at any time for any reason whatsoever.

Newcomer Concrete Services Inc. is an equal opportunity employer, substance free work place, and is committed to comply with the American with Disabilities Act. I agree if hired, I will abide with all Newcomer Concrete Services, Inc. policies and procedures.

Signature

An Equal Opportunity Employer



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Equal Employment Opportunity Information

The information supplied below is **STRICTLY VOLUNTARY** and will in no way affect the processing of your employment status with this company. This information sheet will only be used for statistical purposes. Thank you for your cooperation.

NAME: _____

SOCIAL SECURITY #: _____

SEX **MALE** **FEMALE**

RACE:

WHITE: Persons having origins in any of the original peoples of Europe or the Middle East

BLACK: Persons having origins of any of the black racial groups of Africa

HISPANIC: Person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish Culture or origin, regardless of race.

NATIVE AMERICAN OR ALEUTIAN NATIVE: Persons having origins in any of the original Peoples of North America, and who maintains cultural identification through tribal affiliation or Community recognition.

ASIAN/PACIFIC ISLANDERS: Persons having origins in any of the original peoples of the Far East, Southeast, Asia, Indian Subcontinent or the Pacific Islands.

DISABILITY:

Are you an individual with a physical or mental impairment, which substantially limits one or more of your major life activities?

Yes No

VETERAN STATUS:

Are you a veteran?

Yes No



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Motor Vehicle Record Disclosure and Release Form

Regarding my ongoing employment or my application for employment, should I have or secure a position with **Newcomer Concrete Services, Inc.** I understand that a motor vehicle report, which contains public record information, may be requested. I further understand that such report(s) will contain personal information and public record information concerning my driving record from federal, state, and other agencies that maintain such records, as well as independent services that provide driving record information and this information will be shared with my employer or prospective employer. I understand the company may use these records to evaluate my suitability to fulfill driving duties that may be related to the position I am applying.

I authorize, without reservation, any party or agency contacted to furnish the above-mentioned information to **Battles Insurance Agency, Inc** or its agents.

I hereby authorize procurement of my motor vehicle report. If hired, this authorization shall remain on file and shall serve as ongoing authorization for you to procure such reports at any time during my employment. **Newcomer Concrete Services, Inc.** commercial auto insurer and agent will also use this information in conjunction with loss control and safety review efforts.

Signature

Print Full Name

Driver's License Number

State of Issuance

Date of Birth

Date of Signature