

Office

MARIO SINACOLA & SONS

EXCAVATING, INC.

P.O. Box 2329 • Frisco, TX 75034 • (214)387-3900

APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion or national origin.

PRE-EMPLOYMENT DRUG TESTING POLICY

Our company, prohibits the use, sale or possession of illegal drugs. We see the use of drugs as a serious threat to our employees, their families, and our customers. In order to ensure a drug-free work place, applicants will undergo screening for the presence of illegal drugs as a condition for employment. Any applicant with positive test results will be denied employment.

APPLICANT INFORMATION

POSITION APPLIED FOR: _____ DESIRED SALARY: _____

NAME: _____ SOCIAL SECURITY NO: _____

ADDRESS: _____

HOME PHONE: (____) _____ EMAIL: _____

DATE: _____

Are you a United States citizen? YES NO

If no, are you authorized to work in the U.S. YES NO

Have you ever worked for this company before? YES NO

If so, when? / / to / /

Have you ever been convicted of a felony? YES NO If yes, explain: _____

EDUCATIONAL BACKGROUND

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (MAILING ADDRESS)	NUMBER OF YEARS	MAJOR & DEGREE
HIGH SCHOOL				
COLLEGE				
BUS. OR TRADE				
PROFESSIONAL				

MILITARY SERVICE

BRANCH: _____ FROM: _____ TO: _____

RANK AT DISCHARGE: _____ TYPE OF DISCHARGE: _____

IF OTHER THAN HONORABLE, EXPLAIN: _____

EMPLOYMENT BACKGROUND

Please list your work experience beginning with the most recent position held.

Employer: Address:	Last Supervisor	Employment Dates	Pay or Salary
Phone:		From: To:	Start: Final:
Reason for leaving:			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked for this company.			

May we contact your previous supervisor for a reference? YES NO

Employer: Address:	Last Supervisor	Employment Dates	Pay or Salary
Phone:		From: To:	Start: Final:
Reason for leaving:			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked for this company.			

May we contact your previous supervisor for a reference? YES NO

Employer: Address:	Last Supervisor	Employment Dates	Pay or Salary
Phone:		From: To:	Start: Final:
Reason for leaving:			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked for this company.			

May we contact your previous supervisor for a reference? YES NO

REFERENCES

Please list two professional references

NAME: _____ RELATIONSHIP: _____

COMPANY: _____ PHONE: (____) _____

NAME: _____ RELATIONSHIP: _____

COMPANY: _____ PHONE: (____) _____

SKILLS

- | | | | |
|---|---|--|-------------------------------------|
| <input type="checkbox"/> WORD | <input type="checkbox"/> EXCEL | <input type="checkbox"/> POWERPOINT | <input type="checkbox"/> FOREFRONT |
| <input type="checkbox"/> AERIAL NAVIGATOR | <input type="checkbox"/> MATERIALS 3D | <input type="checkbox"/> EARTHWORK 3D | <input type="checkbox"/> HIGHWAY 3D |
| <input type="checkbox"/> PRIMAVERA | <input type="checkbox"/> HEAVY JOB | <input type="checkbox"/> AUTO CAD 2007 | <input type="checkbox"/> AG TEK |
| | <input type="checkbox"/> ADOBE PDF WRITER | <input type="checkbox"/> MICROSTATION | |

Can you speak a language other than English? If yes, which language(s), and how well?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
	<input type="checkbox"/> FAIR	<input type="checkbox"/> GOOD
	<input type="checkbox"/> FAIR	<input type="checkbox"/> EXCELLENT
	<input type="checkbox"/> FAIR	<input type="checkbox"/> EXCELLENT

TRANSPORTATION

Do you have a Driver's License?	<input type="checkbox"/> YES		<input type="checkbox"/> NO		
Driver's license number:	State of Issue	Expiration Date	Operator	Commercial	Chauffuer
			<input type="checkbox"/>	◇A ◇B ◇C	<input type="checkbox"/>

Have you had any accidents during the past three years? HOW MANY?
 YES NO

Have you had any moving violations during the past three years?
 YES NO

I authorize investigation of all statements contained in this application. I understand that misrepresentation or omission of facts is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may be terminated by either party at any time without previous notice.

DATE: _____ SIGNATURE: _____