

APPLICATION FOR EMPLOYMENT

Hoyt Hayes Construction Incorporated and Mayer Michael Company are an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

Date _____

Name

Last

First

Middle

Address

Number & Street

City

State

Zip

Do you have a valid driver's license? ____ Yes ____ No

Do you have a commercial driver's license (A or B)?
If so, what class? _____

Position Applying For _____ Full Time ____ Part Time ____

Phone Number (s) _____ Email Address _____

Date Available _____ Salary Desired _____

Are you over 18 years old? ____ Yes ____ No

(Must be 18 to work)

Are you over 21 years old? ____ Yes ____ No

Are you legally eligible for employment in the United States? ____ Yes ____ No

(If offered employment, you will be required to provide documentation to verify eligibility.)

Have you ever been employed by Hoyt Hayes Construction or Mayer Michael Co. in the past? ____ Yes ____ No

If so, please state facility name and location and dates of employment _____

EDUCATION: Please indicate education or training which you believe qualifies you for the position you are seeking.

High School: No. of Years Completed (circle one) 1 2 3 4

Diploma: ____ Yes ____ No **G.E.D.** ____ Yes ____ No

College and/or Vocational School:

Number of Years Completed (circle one) 1 2 3 4

School(s) _____ City/State _____

Major _____ Degree(s) Earned _____

Other Training or Degrees:

School(s) _____ City/State _____

Course _____ Degree or Certificate Earned _____

SKILLS: Do you have any construction experience? ____ Yes ____ No If so, what type of experience and how long:

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List skills, equipment, technical materials and software you have experience with:

EMPLOYMENT: List *last employer first*, including U.S. Military Service.

May we contact your present employer? ___ Yes ___ No

If any employment was under a different name, indicate name. _____

Employer _____ Address _____

Telephone _____ Job Position _____

Dates of Employment: From _____ to _____
Mo/Yr Mo/Yr

Hourly Rate _____ Supervisor or Contact Name _____

Duties _____ Full-time___ Part-time___ No. of Hrs. _____

Reason for Leaving _____

Employer _____ Address _____

Telephone _____ Job Position _____

Dates of Employment: From _____ to _____
Mo/Yr Mo/Yr

Hourly Rate _____ Supervisor or Contact Name _____

Duties _____ Full-time___ Part-time___ No. of Hrs. _____

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If you wish to describe additional work experience, attach the above information for each position on a separate piece of paper.

Explain any gaps in work history: _____

Have you ever been discharged or asked to resign from a job? ___ Yes ___ No

If yes, explain: _____

REFERENCES: **Do you know someone employed at HHC or MM? If so, please fill out the information below.**

Yes, I know someone employed at HHC/MM. No, I do not know anyone employed at HHC/MM.

Reference # 1

Name _____

Address _____

Reference # 2

Name _____

Address _____

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Phone (_____) _____

Phone (_____) _____

Reference # 3

Reference # 4

Name _____

Name _____

Address _____

Address _____

Phone (_____) _____

Phone (_____) _____

APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize **Hoyt Hayes Construction Inc and/or Mayer Michael Co.** to verify their accuracy and to obtain reference information on my work performance. I hereby release **Hoyt Hayes Construction Inc and/or Mayer Michael Co.** from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information.

I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal.

I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment, or anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

I understand that I must successfully complete the drug and / or alcohol testing requirements before beginning work at Hoyt Hayes Jr Construction Inc or Mayer Michael Company.

Signature of Applicant _____

Date _____

**This application for employment is good for six (6) months only.
Consideration for employment after six (6) months requires a new application.**

