

PMC BUILDING MATERIALS, LLC

Employment Application



"NOTICE TO APPLICANTS"

Background Check: PMC conducts background checks on all job candidates post-job offer. PMC may also use a third party administrator to conduct the background check. The type of information that may be collected is as follows: criminal background check, employment history, education, credit and professional or personal references.

Pre-employment Drug Screening: Prospective employees will be administered various tests for the use of drugs as a part of their pre-employment screening process. Positive test results will result in disqualifications.

APPLICANT INFORMATION										
Last Name			First			M.I.		Date		
Street Address						Apartment/Unit #				
City			State			ZIP				
Phone			E-mail Address							
Date Available			Social Security No.			Desired Salary				
Position Applied for						Are you 18 years of age or older?		YES <input type="checkbox"/>		NO <input type="checkbox"/>
Are you a citizen of the United States?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, are you authorized to work in the U.S.?		YES <input type="checkbox"/>		NO <input type="checkbox"/>
Have you ever worked for this company?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?				
Have you ever been convicted of a felony?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		If yes, explain				
EDUCATION										
High School				Address						
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree
College				Address						
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree
Other				Address						
From		To		Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		Degree
REFERENCES										
<i>Please list three professional references.</i>										
Full Name				Relationship						
Address				Phone ()		Years Acquainted:				
Full Name				Relationship						
Address				Phone ()		Years Acquainted:				
Full Name				Relationship						
Address				Phone ()		Years Acquainted:				
Address				Phone ()		Years Acquainted:				

PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE

Branch:	From:	To:
Rank at Discharge:	Type of Discharge:	
If other than honorable, explain:		

DISCLAIMER AND SIGNATURE

I certify that all the information submitted by me on this application are true and complete to the best of my knowledge. I further understand that if this application leads to employment, any false or misleading information in this application or interview may result in my immediate release.

Signature _____ Date _____

-----DO NOT WRITE BELOW THIS LINE-----

Interviewed By:		Date Interviewed:
Remarks:		
Neatness:	Ability:	
Hired: YES <input type="checkbox"/> NO <input type="checkbox"/>	Position:	Salary/Wage: \$
Date Reporting To Work:	Other Remarks:	
Approved By:	(HR)	(Manager)