

# JPS

CONSTRUCTION and DESIGN

» **Contact Us:** 401-619-1260  
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88 Valley Rd.  
Middletown, RI 02842

Rhode Island & Massachusetts  
Licensed and Insured  
Lead-Safe Certified

## APPLICATION FOR EMPLOYMENT

We are an equal opportunity employer. Applicants are considered for positions without regard to veteran status, uniformed service member status, race, color, religion, sex, national origin, age, physical or mental disability, genetic information, or any other category protected by applicable federal, state, or local laws.

We are an at-will employer. This means that regardless of any provision in this application, if hired, we (the employer) or you (the employee) may terminate the employment relationship at any time, for any reason, with or without cause or notice.

Position Applied For: \_\_\_\_\_ Date: \_\_\_\_\_

### CONTACT INFO

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ Alt. Phone Number: \_\_\_\_\_

\_\_\_\_\_ E-mail Address: \_\_\_\_\_

Were you referred by a current employee?  Yes  No

If Yes: Name of Employee: \_\_\_\_\_

Do you have your own vehicle so you can travel between multiple job sites during the day?  Yes  No

Are you under 18?  Yes  No

If Yes, can you produce the necessary work certificate at the time of employment?  Yes  No

Type of Employment Desired:  Full-Time  Part-Time

If Part-Time, specify days/hours: \_\_\_\_\_

Desired Salary or Hourly Rate: \_\_\_\_\_

Have you previously applied for employment with us?  Yes  No

If Yes: Date: \_\_\_\_\_

Position: \_\_\_\_\_

Have you ever been employed by us?  Yes  No

If Yes: Dates of Employment: \_\_\_\_\_

Position: \_\_\_\_\_

Reason for Separation: \_\_\_\_\_

**EDUCATION**

	School Name and Location (City, State)	Graduated? (Y, N, Not Yet)	Number of Years Completed	Degree/Major/Course of Study
High School				
Trade School				
College				
Post-College				

**WORK EXPERIENCE**

Please list your present and/or previous employers in chronological order with present or most recent employer first. Provide information for at least the most recent five (5) years. Attach additional sheets if needed. If self-employed, supply firm name and business references.

Employer: _____	Type of Business: _____
Address: _____ _____	Dates Employed: _____ _____
Supervisor: _____	Phone Number: _____
May we contact him/her? <input type="checkbox"/> Yes <input type="checkbox"/> No	E-mail Address: _____
Position: _____	Starting Wage: _____
Duties: _____ _____	Final Wage: _____
Reason for Leaving: _____	

Employer: _____	Type of Business: _____
Address: _____ _____	Dates Employed: _____ _____
Supervisor: _____	Phone Number: _____
May we contact him/her? <input type="checkbox"/> Yes <input type="checkbox"/> No	E-mail Address: _____
Position: _____	Starting Wage: _____
Duties: _____ _____	Final Wage: _____
Reason for Leaving: _____	

Have you ever been terminated or asked to resign from any job?     Yes     No

Has your employment ever been terminated by mutual agreement?     Yes     No

If you answered Yes to any of the above two (2) questions, explain the circumstances of each occasion.

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**WORK REFERENCES**

Name	Position	Company	Work Relationship (supervisor, co-worker, etc.)	Telephone Number and/or E-mail Address

**PERSONAL REFERENCES**

Name	Occupation	Personal Relationship (friend, professor, etc.)	Number of Years Known	Telephone Number and/or E-mail Address

I authorize the Company or its agents to confirm all statements contained in this application and/or résumé as it relates to the position I am seeking to the extent permitted by federal, state, or local law. I agree to complete any requisite authorization forms for a background investigation which may be permitted by federal, state, and/or local law. If applicable and allowed by law, I will receive separate written notification regarding the Company's intent to obtain "consumer reports."

I authorize and consent to, without reservation, any party or agency contacted by this employer to furnish the above-mentioned information. I hereby release, discharge, and hold harmless, to the extent permitted by federal, state, and local law, any party delivering information to the Company or its duly authorized representative pursuant to this authorization from any liability, claims, charges, or causes of action which I may have as a result of the delivery or disclosure of the above requested information. I hereby release from liability the Company and its representative for seeking such information and all other persons, corporations, or organizations furnishing such information. Further, if hired, I authorize the Company to provide truthful information concerning my employment to future employers and hold the company harmless for providing such information.

If hired by this Company, I understand that I will be required to provide genuine documentation establishing my identity and eligibility to be legally employed in the United States by this Company. I also understand this Company employs only individuals who are legally eligible to work in the United States.

**I certify that all of the information that I have provided on this application is true, accurate, and complete.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If the applicant is a minor, the foregoing release and consent must be signed by the applicant's parent or legal guardian. Signature by the applicant's parent or legal guardian constitutes acknowledgement by the applicant and the parent or legal guardian that the Company, to the extent permitted by federal, state, and local law, can test the applicant for illegal or controlled substances, conduct inspections of property without notice, and communicate test results to Company personnel who need to know, the applicant, and the applicant's legal guardian.

Parent/Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_