

Employment Application



KUHLMAN BUILDERS INC
 1800 N. PERRY STREET SUITE 200
 P.O. BOX 432
 OTTAWA, OHIO
 45875-0432
 Phone: 419-523-4862
 Fax: 419-523-6613
 www.kuhlmanbuilders.com

Date:

Name:

Address:

State/Province:

Zip/Postal Code:

SS Number:

Home Phone:

Cell Phone:

Positions Applied for:

Salary Desired:

Hours Available to Work:

Mon	<input type="text"/>
Tues	<input type="text"/>
Wed	<input type="text"/>
Thurs	<input type="text"/>
Fri	<input type="text"/>
Sat	<input type="text"/>
Sun	<input type="text"/>

Full-Time part-time Full or part-time

When available to begin work?

Education

Type of School	Name of School and Complete Mailing Address	No. Years Completed	Major or Degree
High School	<input type="text"/>	<input type="text"/>	<input type="text"/>
College Bus. or Trade School	<input type="text"/>	<input type="text"/>	<input type="text"/>
Professional School	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>	<input type="text"/>

Have you ever been convicted of a crime: yes no
 If yes, please explain

Do you have a drivers license? yes no

State of issue:

Have you had any accidents in the past 3 years? yes no

How many?

Do you had any moving violations in the past 3 years? yes no

How many?

Previous Employment (list up to 3)

1.

Name of Employer:

Name of last supervisor:

Dates of employment:

From:

To:

Salary:

From:

To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

2.

Name of Employer:

Name of last supervisor:

Dates of employment:

From:

To:

Salary:

From:

To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

3.

Name of Employer:

Name of last supervisor:

Dates of employment:

From:

To:

Salary:

From:

To:

Complete Address:

Phone #:

Last job title:

Reason for Leaving (be specific):

List the jobs you held, duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact your employer: yes no

Skills:

Typing:

Computer:

PC

Mac

Both

Applications (list all that apply):

Other Skills:

Please list 2 references other than relatives and previous employers

Name		
Position		
Company		
Telephone		

Use this space to add any additional information necessary to describe your full qualifications for the position which you are applying:

KUHLMAN BUILDERS, INC.
HIRING POLICIES

1. KUHLMAN BUILDERS, INC. hire applicants solely based on merit. We do not discriminate on the basis of union affiliation, race, sex, color, age, national origin, disability or any other protected status.
2. No employee is required to pay dues to any labor organization to join our company.
3. We accept job applications only when we know there are jobs available and when we intend to fill the position(s). When openings become available, we reserve the right to review applications already on file, prior to hiring. Applications remain on file for 30 days. It is the applicant's responsibility to keep our hiring personnel informed of his/her availability.
4. We do not accept group applications or photocopied forms. We hire based on personal contract with individuals so that we can make sound business judgements as to the most qualified applicants.
5. Any applicant who falsifies or omits information on the application is disqualified from being hired. If the employee has been hired before the falsification or omission is discovered, he or she is subject to termination.
6. We base our hiring decisions on a variety of factors, including skills and ability to perform the job, prior employment, employment references as to character and willingness to work, willingness to accept the offered salary, and personal interviews.
7. Full-time employees are expected to work only for us and must state that they will not be employed by any other employer while they work for us.

PLEASE READ THE LANGUAGE BELOW CAREFULLY. SHOULD YOU HAVE ANY QUESTIONS REGARDING THE LANGUAGE, PLEASE SEEK ASSISTANCE PRIOR TO SIGNING THIS DOCUMENT.

I certify that the information contained in this application is true, accurate and complete. I understand that falsification of this Employment Application in any detail may result in disqualification from further consideration, or, if hired, immediate dismissal without notice from employment. As a condition of employment I understand the company reserves the privilege to thoroughly investigate and verify all information contained in this Employment application, including but not limited to contracting any aforementioned employers, supervisors and references. I agree to indemnify and save harmless the Company from and against any liabilities, claims, attorney fees, costs, causes of action or other liability arising directly or indirectly from, or associated with, this Employment Application.

I agree to conform to the rules and regulations of the Company, and I understand that my employment and compensation can be terminated, with or without cause, at any time, at the option of either the Company or myself. I further understand that no personnel recruiter or interviewer or other representatives of the Company, other than its President or Vice President, has any authority to enter into any agreement contrary to the foregoing.

If I am hired on a full-time basis, I agree to work only for Kuhlman Builders, Inc. and will not be employed by any other company.

Date: _____

Signature of Applicant: _____