

Hoffmann, Inc.

PERSONAL INFORMATION

Construction Application

Date: _____

Name: Last First Middle

Present Address: _____

Address (if different than above) _____

Social Security Number Telephone

Are you at least 18 years of age? Yes No

What kind of work are you applying for? _____

Do you have experience in blueprint reading? _____

What equipment/tools can you operate? _____

What special qualifications do you have? _____

Are you able to work at heights of 200' or more? Yes No Are you willing to travel? Yes No

Are you a U.S. citizen? Yes No

Are you an alien authorized by the Immigrations & Naturalization Service to work in the United States? Yes No

Have you been convicted of a felony or misdemeanor within the last 5 years? *Yes No

Describe _____

*You will not be denied employment solely because of a conviction record, unless the offense is related to the job for which you have applied.

I understand and agree that I may be required to take a drug test as a condition of hiring or continued employment. Yes No

MILITARY SERVICE RECORD

Branch of Service/Rank _____ Discharge Data _____

Present Membership in National Guard or Reserves _____

Date obligation ends _____

EDUCATIONAL RECORD

School	No Yrs Attended	Name of School	City, State	Degree
Elementary and Jr. High				
High School				
College				
Technical Training				
Other				

All positions at Hoffmann, Inc. require substantial use of mathematics, computers and English. Check the boxes that will indicate your level of competence in each.

Mathematics Basic Fractions Decimals Coordination Systems Other
 Computers None Some Skilled Other
 English Read Write Speak Other

EMPLOYMENT HISTORY

In order of Most Recent to Earliest; Use Extra Sheet if Needed

Employer _____	From _____	To _____
Address _____	Telephone _____	
Supervisor _____	Position Held _____	
Starting Pay _____	Ending Pay _____	
Reason for Leaving _____		

Employer _____	From _____	To _____
Address _____	Telephone _____	
Supervisor _____	Position Held _____	
Starting Pay _____	Ending Pay _____	
Reason for Leaving _____		

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Address _____	Telephone _____	
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Employer _____	From _____	To _____
Address _____	Telephone _____	
Supervisor _____	Position Held _____	
Starting Pay _____	Ending Pay _____	
Reason for Leaving _____		

REFERENCES

Do not include relatives or former employers.

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		

_____	_____	_____
Name	Years Known	Telephone

Address		

Occupation		