

**HAMILTON READY MIX CO.**

4510 132<sup>nd</sup> Ave.  
Hamilton, MI 49419

P. 269-751-5129  
F. 269-751-6015

***Application for employment***  
An Equal Opportunity Employer

**PERSONAL INFORMATION**

DATE \_\_\_\_\_

NAME \_\_\_\_\_  
Last First Middle

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

Are you legally eligible for employment in the United States? \_\_\_\_\_  
Are you 18 years or older? \_\_\_\_\_

**EMPLOYMENT DESIRED**

POSITION \_\_\_\_\_ Date you can start \_\_\_\_\_

PAY EXPECTED \_\_\_\_\_ Will you work overtime if asked? \_\_\_\_\_

HAVE YOU EVER APPLIED TO THIS COMPANY BEFORE? \_\_\_\_\_

ARE YOU EMPLOYED NOW? \_\_\_\_\_

IF SO MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? \_\_\_\_\_

REFERRED BY: \_\_\_\_\_

SPECIAL TRAINING OR SKILLS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DID YOU SERVE IN THE U.S. ARMED FORCES? \_\_\_\_\_

IF YES, IN WHAT BRANCH? \_\_\_\_\_

RANK \_\_\_\_\_

# **EMPLOYMENT**

LIST BELOW PAST EMPLOYERS STARTING WITH THE LAST ONE FIRST.

1. COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ NAME OF SUPERVISOR \_\_\_\_\_

JOB TITLE AND DESCRIPTION \_\_\_\_\_

MONTH & YEAR FROM \_\_\_\_\_ TO \_\_\_\_\_

SALARY START \_\_\_\_\_ TO \_\_\_\_\_

REASON FOR LEAVING \_\_\_\_\_

2. COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ NAME OF SUPERVISOR \_\_\_\_\_

JOB TITLE AND DESCRIPTION \_\_\_\_\_

MONTH & YEAR FROM \_\_\_\_\_ TO \_\_\_\_\_

SALARY START \_\_\_\_\_ TO \_\_\_\_\_

REASON FOR LEAVING \_\_\_\_\_

3. COMPANY NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_ NAME OF SUPERVISOR \_\_\_\_\_

JOB TITLE AND DESCRIPTION \_\_\_\_\_

MONTH & YEAR FROM \_\_\_\_\_ TO \_\_\_\_\_

SALARY START \_\_\_\_\_ TO \_\_\_\_\_

REASON FOR LEAVING \_\_\_\_\_

WHICH OF THESE JOBS DID YOU LIKE THE BEST? \_\_\_\_\_

WHAT DID YOU LIKE THE MOST ABOUT THIS JOB? \_\_\_\_\_

\_\_\_\_\_

## **REFERENCES**

GIVE THE NAMES OF THREE PEOPLE NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

NAME & ADDRESS \_\_\_\_\_

BUSINESS \_\_\_\_\_

YEARS ACQUAINTED \_\_\_\_\_

NAME & ADDRESS \_\_\_\_\_

BUSINESS \_\_\_\_\_

YEARS ACQUAINTED \_\_\_\_\_

NAME & ADDRESS \_\_\_\_\_

BUSINESS \_\_\_\_\_

YEARS ACQUAINTED \_\_\_\_\_

## **EDUCATION**

1. SCHOOL NAME & LOCATION \_\_\_\_\_

\_\_\_\_\_

COURSE OF STUDY \_\_\_\_\_

NO. OF YEARS COMPLETED \_\_\_\_\_ DID YOU GRADUATE? \_\_\_\_\_

2. SCHOOL NAME & LOCATION \_\_\_\_\_

\_\_\_\_\_

COURSE OF STUDY \_\_\_\_\_

NO. OF YEARS COMPLETED \_\_\_\_\_ DID YOU GRADUATE? \_\_\_\_\_

3. SCHOOL NAME & LOCATION \_\_\_\_\_

\_\_\_\_\_

COURSE OF STUDY \_\_\_\_\_

NO. OF YEARS COMPLETED \_\_\_\_\_ DID YOU GRADUATE? \_\_\_\_\_

IN THE CASE OF EMERGENCY NOTIFY \_\_\_\_\_

PHONE \_\_\_\_\_

THE INFORMATION PROVIDED IN THIS APPLICATION FOR EMPLOYMENT IS TRUE, CORRECT AND COMPLETE. IF YOU EMPLOY ME, ANY MISSTATEMENT OR OMISSION OF FACT ON THIS APPLICATION MAY RESULT IN MY DISMISSAL.

I UNDERSTAND THAT ACCEPTANCE OF AN OFFER OF EMPLOYMENT CREATES NO OBLIGATION UPON YOU, THE EMPLOYER, TO CONTINUE TO EMPLOY ME IN THE FUTURE.

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

INTERVIEWED BY \_\_\_\_\_ DATE \_\_\_\_\_

REMARKS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

HIRED \_\_\_\_\_ POSITION \_\_\_\_\_ DATE \_\_\_\_\_

1    2    3    4    5    6    7    8    9    10

SALARY \_\_\_\_\_ DATE REPORTING FOR WORK \_\_\_\_\_