



Grabber Construction Products, Inc.

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE
EQUAL OPPORTUNITY EMPLOYER

DATE _____

PERSONAL INFORMATION

NAME (LAST NAME FIRST)		SOCIAL SECURITY NUMBER	
PRESENT ADDRESS	CITY	STATE	ZIP CODE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE
PHONE NUMBER ()	REFERRED BY		

EMPLOYMENT DESIRED

POSITION	DATE YOU CAN START	SALARY DESIRED
ARE YOU EMPLOYED? YES NO	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?	YES NO
EVER APPLIED TO GRABBER BEFORE? YES NO	WHERE?	WHEN?

EDUCATION

NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS
GRAMMAR SCHOOL			
HIGH SCHOOL			
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL			

GENERAL

SUBJECTS OF SPECIAL STUDY/RESEARCH WORK OR SPECIAL TRAINING AND SKILLS	
U.S. MILITARY SERVICE	RANK ACHIEVED

FORMER EMPLOYERS (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH THE LAST ONE FIRST)

DATE D/M/Y	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION HELD	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

PERSONAL INFORMATION LIST THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS	BUSINESS	YEARS KNOWN

DRIVER'S LICENSE INFORMATION

STATE	NUMBER	EXPIRATION DATE
RESTRICTIONS OR SUSPENSIONS (RESPOND FULLY IF DRIVING IS REQUIRED BY THE JOB FOR WHICH YOU ARE APPLYING)		

AGE AND PERSONAL HISTORY

ARE YOU OVER 18 YEARS OF AGE?	YES	NO
HAVE YOU EVER BEEN CONVICTED OF A CRIME? (CONVICTIONS WILL NOT NECESSARILY DISQUALIFY AN APPLICANT FROM EMPLOYMENT. DO NOT PROVIDE INFORMATION ABOUT MARIJUANA CONVICTIONS MORE THAN TWO YEARS OLD)	YES	NO
IF YES, EXPLAIN		

JOB PERFORMANCE QUALIFICATION

ARE YOU ABLE TO PERFORM THE DUTIES OF THE POSITION FOR WHICH YOU ARE APPLYING INCLUDING REGULAR ATTENDANCE, WITH AND WITHOUT A REASONABLE ACCOMMODATION?	YES	NO
(IF YOU NEED AN EXPLANATION FOR THE MEANING OF "REASONABLE ACCOMMODATION". PLEASE CONTACT _____)		

AS IS CONSISTENT WITH GRABBER CONSTRUCTION PRODUCTS, INC. DRUG AND ALCOHOL ABUSE POLICY, ALL PROSPECTIVE EMPLOYEES WILL BE TESTED FOR DRUG/ALCOHOL USE. ALL SUCH TESTS WILL BE CONDUCTED AFTER AN OFFER OF EMPLOYMENT HAS BEEN MADE BUT PRIOR TO COMMENCEMENT OF JOB ACTIVITIES.

AUTHORIZATION

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.

I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES AND EMPLOYERS LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE, AND RELEASE THE COMPANY FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM UTILIZATION OF SUCH INFORMATION.

I ALSO UNDERSTAND AND AGREE THAT NO REPRESENTATIVE OF THE COMPANY HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING, UNLESS IT IS IN WRITING AND SIGNED BY AN AUTHORIZED COMPANY REPRESENTATIVE."

DATE: _____ SIGNATURE _____

INTERVIEWED BY _____ DATE _____

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

REMARKS

NEATNESS			CHARACTER	
PERSONALITY			ABILITY	
HIRED	FOR DEPARTMENT	POSITION	WILL REPORT	SALARY/WAGES

APPROVED:
 1. _____ 2. _____ 3. _____
 SUPERVISOR MANAGER HUMAN RESOURCES