



Employment Application

Penn State Construction is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, age, sex, gender, disability, or any other characteristic protected by law.

APPLICANT INFORMATION

Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Social Security No.	Date of Birth		
Position Applied for	Desired Salary		
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

WORK AVAILABILITY

If your application receives favorable consideration, when will you be available to begin work?

Do you have any objections to working overtime?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Can you work overtime without prior notice?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Can you work weekends or holidays if required by this position?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Can you travel, if required by this position?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Can you work full-time?	YES <input type="checkbox"/>	NO <input type="checkbox"/>

EDUCATION

High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

REFERENCES

Please list three professional references. Do not include family members.

Full Name	Relationship	
Company	Phone	()
Address		

Full Name	Relationship	
Company	Phone	()
Address		
Full Name	Relationship	
Company	Phone	()
Address		

PREVIOUS EMPLOYMENT *Please include ALL employment history for the past 7 years. Use the back of this application for more space if needed.*

Company	Phone ()	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES NO

Company	Phone ()	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES NO

Company	Phone ()	
Address	Supervisor	
Job Title	Starting Salary \$	Ending Salary \$
Responsibilities		
From	To	Reason for Leaving

May we contact your previous supervisor for a reference? YES NO

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	

If other than honorable, explain

DISCLAIMER AND SIGNATURE – PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING AND SUBMITTING

- This application is used for evaluating your qualifications for employment. This is not an employment contract. Any false or misleading information may result in release and termination.
- Penn State Construction provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. This policy applies to all terms and conditions of employment, including hiring. Penn State Construction expressly prohibits any form of workplace harassment based on race, color, religion, gender, sex, national origin, age, disability, or veteran status.
- Should your employment offer be accepted and are hired at Penn State Construction, Your employment with Penn State Construction is voluntary and is subject to termination by you or Penn State Construction at will, with or without cause, and with or without notice, at any time.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I understand that employment is not for any guaranteed term and may be terminated by Penn State Construction or employee at any time for any reason.

I certify that my answers are true and complete to the best of my knowledge.

Signature

Date