

PLT CONSTRUCTION

Employment Application



Please answer all of the following questions.

Name: _____

Date: _____

Address _____

Home Phone: _____

Social Security #: _____ - _____ - _____

Alternate Number: _____

1. Have you ever applied with PLT Construction? Yes No
2. Do you have two(2) forms of ID: one being a government issued Photo ID? Yes No
3. Are you willing to sign a drug screen consent form? Yes No
4. Are you willing to sign a release for a criminal records background check? Yes No
5. Do you have the information needed to complete a reference check form?
(including complete employment dates, addresses, and phone numbers of
your most recent employers) Yes No
6. Are you available for full time employment? _____ Part time employment? _____
7. Are you available for short term? _____ Long term? _____ Both? _____
8. What method of transportation do you use to get to work? _____
9. Minimum salary required _____ per hour, or _____ per week, or _____ per month
10. Where was your last place of employment? _____
11. What are the beginning and ending dates of your last employment _____ to _____
12. What position are you applying for? _____

I hereby declare that all information provided to PLT Construction for the purpose of this application are true and correct and authorize PLT Construction to investigate and verify all or any part of this information, including my social security number and personal identification. I understand that any false or inaccurate information will be grounds for termination.

Signature

Date

PLT CONSTRUCTION

Wilson, NC

PLT Construction is an equal opportunity employer and considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability or veteran status or any other status protected under local, state or federal laws.

Application Date: _____

Full Name: _____ Preferred Name: _____

Address: _____

City: _____ Street/PO Box _____ State _____ Zip Code _____

Telephone #: _____ 2nd #: _____

Email Address: _____

Transportation: Car _____ Bus _____ Ride _____ Walk _____

Have you ever been convicted of a felony? _____

A conviction record will not necessarily be a bar to employment. Factors such as age, time of offense, seriousness, nature of violation and rehab will be taken into account.

Emergency Contact's Name _____ Relationship _____ Phone _____

How did you learn about us? _____

What position are you applying for? _____

Have you ever been employed by PLT Construction, PLT Utilities or PLT Concrete? _____ Which One? _____

If so, what were your duties and what were the dates of employment _____

Do you have a valid driver's license (For driving positions only) Yes _____ No _____

Are you available to travel if the job requires it? Yes _____ No _____

Education

Education	Name of School	Years Attended (not dates)	Degree or Diploma Received	Course of Study
High School				
College or University				
Trade or Business				

Employment History

Please list your last 3 employers starting with your most recent employer and working backwards. Please note any periods of unemployment and why.

Dates Month/Year From To	Employer Name And Address	Salary Hourly Rate	Supervisor Name/Phone	Job Duties And Responsibilities	Reason For Leaving

Please list years of experience operating or performing the following:

Position	Length of Experience	Position	Length of Experience
Flatbed Truck		Rod Person	
CDL		Asphalt Finisher	
Motor Grader		Pipe Layer	
Excavator – Pipe Laying		Foreman - Pipe	
Backhoe – Rubber Tire		Superintendent - Pipe	
Dozer		Accounting	
Surveyor		Receptionist	
Superintendent - Grading		Project Manager – Pipe	
Project Manager - Grading		Estimator - Pipe	
Estimator – Grading		Dump Truck – Off Road	
Scraper - Pan		Traffic Flagging - Control	
Excavator - Grading		Wheel Loader	
Roller		General Laborer	
Pipe Laborer		Low Boy Truck	
Dump Truck – On Road		Mechanic – Automotive	
Mechanic – Heavy Equip		Oiler – Heavy Equipment	
Foreman - Grading		Erosion Controls	

I hereby declare that all statements contained in this application are true and correct and understand that false or inaccurate information in the application will be the basis for termination regardless of the timing or circumstances of discovery. I hereby authorize PLT Construction to investigate my background and verify any and all information and release all parties involved in providing this information from any and all liability for any damage that may result.

I understand that submission of this application does not guarantee employment and I further understand that should an offer of employment be extended by PLT Construction that such employment is at will, for no specified duration and may be terminated by PLT Construction or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures or statements by PLT or its representatives used during the employment process is deemed a contract of employment, real or implied.

I understand that if I am offered a position with PLT Construction that I may be required to submit to a pre-employment drug test and background check as a condition of employment. I also understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTAND AND AGREE TO THE ABOVE STATEMENTS.

Signature of Applicant

PLT CONSTRUCTION

INFORMATION / DISCLOSURE RELEASE

The purpose of this agreement is to inform you that as part of our procedure for processing your application, an outside agency may conduct and investigative report and present it to us for review. The report may include a Criminal Background Search, a Driving Record, and/or a Credit Report. By signing this document you are releasing any or all persons, companies, agencies, or others from liability resulting from your background investigation.

I, the undersigned, do hereby authorize PLT Construction to examine any and all records as mentioned above in the counties in the State of _____ or any other state. In doing so, I understand that I am waiving my right of confidentiality concerning my history.

Applicant / Employee Signature Date

PLEASE TYPE OR PRINT ALL INFORMATION

Last Name First Name Middle Name Maiden Name

_____-_____-_____
Social Security Number

Government Issued ID# State Issued Date

INDICATE BELOW WHERE YOU HAVE LIVED FOR THE PAST SEVEN YEARS

Current Address: _____
Yrs ___ Mo ___ Street Address City State Zip Code

Previous Address: _____
Yrs ___ Mo ___ Street Address City State Zip Code

Previous Address: _____
Yrs ___ Mo ___ Street Address City State Zip Code

Previous Address: _____
Yrs ___ Mo ___ Street Address City State Zip Code

FOR PLT CONSTRUCTION USE ONLY

STATE CRIMINAL RECORDS (STATE TO STATE)	DMV EDUCATION	CREDIT REPORT EMPLOYMENT VERIFICATION
REQUESTED BY: _____	DATE: _____	

PLT CONSTRUCTION
Interview Questionnaire

Interviewee _____

Date _____

1. Why did you choose to seek employment at PLT Construction?

2. What type of position are you seeking?

3. What is your availability to begin work?

4. How far are you willing to travel?

5. What is most important to you in seeking a job: Salary, Location or Job Duties?

6. Describe your previous work experience _____

7. What did you like / dislike about your last job?

For each previous job, what was your reason for leaving?

8. Have you ever been terminated from a job? _____

Why? _____

9. On your previous jobs, how many days were you absent from work? What were your reasons?

10. Do you feel attendance is important? _____

Why? _____

11. What are three assets you can bring to a company? _____

What do you consider your best asset? _____

12. What are your goals? _____

What have you done to help yourself meet those goals? _____

13. What does being motivated mean to you? _____

What motivates you? _____

14. Where do you see yourself in 5 years? _____

3 years? _____

1 year? _____

15. When I call to check your references, what are your employers going to say about you?

16. How do you handle constructive criticism?

17. Of the skills you have checked on our application as having experience, which do you like the best?

18. Which skills do you feel that you are most proficient with and which one(s) are you most comfortable working?

Interviewer's Signature

Applicant's Signature

Date

Date
