

Employment Application

OFFICE USE ONLY

PAY RATE/INITIALS

**PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE**

APPLICATION FOR EMPLOYMENT

APPLICANTS MAY BE TESTED FOR ILLEGAL DRUGS

PLEASE COMPLETE PAGES 1-4.

DATE _____

Name _____

Last
First
Middle
Maiden

Present address _____

Number
Street
City
State
Zip

Social Security No. _____ - _____ - _____

Telephone (____) _____

If under 18, please list age _____

Position applied for (1) _____
 and salary desired (2) _____
 (Be specific) (HOURLY)

Check mark the shifts you are available to work

Mon	DAY _____	NIGHT _____
Tues	DAY _____	NIGHT _____
Wed	DAY _____	NIGHT _____
Thurs	DAY _____	NIGHT _____
Fri	DAY _____	NIGHT _____
Sat	DAY _____	NIGHT _____
Sun	DAY _____	NIGHT _____

How many hours can you work weekly? _____

Employment desired FULL-TIME ONLY PART-TIME ONLY

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	YEAR GRADUATED	MAJOR & DEGREE
High School				
College				
Bus. or Trade School				
Professional School				

HAVE YOU EVER BEEN CONVICTED OF A CRIME? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

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DO YOU HAVE A DRIVER'S LICENSE? Yes No

What is your means of transportation to work? _____

Driver's License # _____ State of issue _____ Operator Commercial (CDL) Chauffeur
Expiration date _____

Any CDL Restrictions? _____

What Class? A _____ B _____ C _____

Have you had any accidents during the past three years? Yes No If yes, How many? _____

Have you had any moving violations during the past three years? Yes No If yes, How Many? _____

Please list two references other than relatives or previous employers.

Name _____

Name _____

Position _____

Position _____

Company _____

Company _____

Address _____

Address _____

Telephone () _____

Telephone () _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

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MILITARY

HAVE YOU EVER BEEN IN THE ARMED FORCES? Yes No

ARE YOU NOW A MEMBER OF THE NATIONAL GUARD? Yes No

Specialty _____ Date Entered _____ Discharge Date _____

Work Experience Please list your work experience for the **past THREE years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer Address City, State, Zip Code Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		

Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

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DRIVER USE ONLY

NAME 3 DUMPS OR LANDFILL LOCATIONS YOU HAVE BEEN TO

1)

2)

3)

What is the difference between CR-6 and RC-6 Aggregate Stone?

CR-6:

RC-6:

Please describe the difference between Asphalt Base Material and Asphalt Topping Material

Asphalt Topping Material:

Asphalt Base Material:

OFFICE APPLICANTS ONLY

1) How do you get the sum for an excel file? Please provide the formula.

2) Please show work for the following dollar equation: (NO USE OF CELLPHONE OR CALCULATOR)

$\$78 \times 8.25 - \$35 = \$______.$

show your work here:

3) Put the following times in quarters

- 1. 7:06 AM _____
- 2. 9:21 PM _____
- 3. 8:13 AM _____
- 4. 10:45 PM _____

4) Please write out check to Maryland Transit Police for the amount of \$2,009.23.

The image shows a blank check form with the following fields and text:

- Top right: **1001**
- Top right: **09-765/432**
- Top center: _____ **20** _____
- Left side: **PAY TO THE ORDER OF** _____
- Right side: **\$**
- Bottom center: _____ **DOLLARS**
- Bottom left: **MEMO** _____
- Bottom: MICR line: **⑆ 1 2 3 4 5 6 7 8 9 ⑆ 0 9 8 7 6 5 4 3 2 1 ⑆ 1 0 0 1 ⑆**

5) Please fill out Envelope as if you were sending a letter to someone

6) How many months are in a quarter? Circle One

- a. 5 months
- b. 4 months
- c. 2 months
- d. 3 months

7) Put the following names in alphabetical order: Mark Whalberg, Denzel Washington, Mariah Carey, Mark Zuckerberg, and Barack Obama

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____