

Application For Employment

Bean & Prince CONTRACTORS, INC.

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

Non-Discrimination Policy: Bean & Prince Contractors, Inc. is committed to the principle of equal opportunity in education and employment. The Company does not discriminate on the basis of sex, race, color, creed, national origin, age, religion, sexual orientation, gender identity, gender expression, veteran status or disability in admission to, access to, treatment in, or employment in its programs and activities.

(PLEASE PRINT)

Date of Application: _____

Position(s) Applied for: _____

Referral Source: Advertisement Friend Relative Walk-In Employment Agency Other

Name: _____
LAST
FIRST
MIDDLE

Address: _____
NUMBER
STREET
CITY
STATE
ZIP CODE

Home Phone: (____) _____ Social Security Number: _____

Cell Phone: (____) _____ Email Address: _____

Driver's License Number: _____ State I.D Number _____

If under age 18, can you provide a work permit: Yes No

Have you filed an application here before? Yes No If yes, give date: _____

Have you ever been employed here before? Yes No If yes, give date: _____

Are you employed now? Yes No May we contact your employer? Yes No

Are you prevented from lawfully becoming employed in the U.S. because of Visa or Immigration Status? Yes No
 (Proof of citizenship or immigration status will be required upon employment)

On what date would you be available for work? _____

Are you available to work: Full-Time Part-Time Shift Work Temporary

Are you on a lay-off and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Have you been convicted of a felony? Yes No

(Conviction will not necessarily disqualify applicant from employment. Factors such as age and time of the offense, seriousness and nature of the violation and rehabilitation will be taken into account.)

If yes, please explain: _____

BEAN AND PRINCE CONTRACTORS, INC. CORPORATE OFFICE

Memphis Depot Industrial Park ▪ 1996 Danielson Place ▪ Memphis, TN 38114 ▪ 901.774.5237 (O) ▪ 901.774.5479 (F)

EDUCATION

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TYPE OF SCHOOL	HIGH SCHOOL	COLLEGE	VOCATIONAL/TECHNICAL
Years Attended			
Indicate whether diploma or degree earned			
Describe course of study			

Are you a Veteran of the U.S. military service? Yes No If yes, which branch _____

If yes, Date Entered _____ Date Discharged: _____

If yes, please describe any special skills or training acquired while in the service: _____

WORK EXPERIENCE

Start with your present or last job. Include military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

1) Employer	Telephone ()	From:	To:	Work Performed:
Address:				
Job Title:		Starting:	Ending:	
Supervisor:				
Reason for Leaving:				
2) Employer	Telephone ()	From:	To:	Work Performed:
Address:				
Job Title:		Starting:	Ending:	
Supervisor:				
Reason for Leaving:				
3) Employer	Telephone ()	From:	To:	Work Performed:
Address:				
Job Title:		Starting:	Ending:	
Supervisor:				
Reason for Leaving:				

Special Skills and Qualifications: (summarize special skills and qualifications acquired.)

Give name, address and telephone number of three references who are not related to you and are not previous employers

	<i>Name</i>	<i>Address</i>	<i>Phone</i>
1)			
2)			
3)			

WAIVERS AND DISCLOSURES

Please read each section carefully and sign where indicated.

AT-WILL EMPLOYMENT

It is my understanding that this employment application, or the granting of an oral interview, does not represent a contract of employment or a promise of future benefits by Bean & Prince Contractors, Inc. I understand and agree that, if hired, my employment will be at-will in nature and may be terminated, with or without cause, at any time, by either myself or my employer. I also understand that this written statement supersedes any and all oral representations made by agents or representatives of Bean & Prince Contractors, Inc.

CERTIFICATION OF TRUTH AND ACCURACY

I certify that the information in this application is true, complete and correct. I understand that false answers, statements, or significant omissions made by me on this form shall be sufficient cause for denial of employment or discharge. I further certify that, if hired, I will disclose any limitations I have that may impact my ability to do the job.

NOTIFICATION AND AUTHORIZATION TO CONDUCT BACKGROUND CHECK

I authorize Bean & Prince Contractors, Inc. to investigate my employment and/or personal history, educational background, military record, motor vehicle records, criminal records and authorize the release of this information by the appropriate agencies to the investigating service. This authorization shall be made valid for this and for any future reports and updates that may be required.

I understand that passing the background check is a condition of employment. A negative background check can be grounds for dismissal, even if an offer has been made to me and I have been hired.

Notice to All Applicants

Bean and Prince Contractors, inc. is a government contractor subject to federal laws requiring affirmative action to employ and advance any qualified disabled veterans and veterans of the Vietnam era and any qualified applicants with disabilities. In addition these federal laws require that we analyze our applicant flow and hires to determine females and minorities. If you feel you are in one or more of the categories listed below and would like to be considered under our written affirmative action program, please inform us. Information obtained concerning individuals will be kept confidential and will be used only in accordance with federal regulations.

Check one	Check one	Check any that apply
<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> White <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> American Indian / Alaskan Native <input type="checkbox"/> Asian / Pacific Islander <input type="checkbox"/> Other _____	<input type="checkbox"/> Disabled <input type="checkbox"/> Vietnam Era <input type="checkbox"/> Disabled Veteran

Please Sign Here: _____
Signature of Applicant
Date

For Personnel Department Use Only

Arrange Interview <input type="checkbox"/> Yes <input type="checkbox"/> No	Interviewed by: _____ Date of Interview: _____
Remarks: _____ _____ _____	
Employed <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Employment: _____
Job Title: _____ Hourly Rate/Salary _____ Department: _____	

