



Application for Employment

Pavex, Inc. is an Equal Opportunity Employer. All applicants will be considered without regard to race, color, religion, gender, age, national origin, marital or veteran status or any other characteristics protected by Local, State or Federal Law.

Personal Information

Last: —	First:	Middle:	Date:
Address:			Phone Number:
City:	State:	Zip:	Social Security #:
E-Mail Address:			

Are you 18 years or older? Yes No

Are you authorized to work in the Untied States? Yes No

Type of employment desired: Full Time Part Time Summer

If necessary, will you work overtime and/or Saturdays Yes No

Do you have a valid Drivers License? Yes No

Have you been convicted, plead guilty, or plead no contest to a felony? Yes No

If yes, please give details. Conviction will not necessarily disqualify an applicant for employment.

Employment Desired

Position Desired: _____ Date available to start: _____

Have you previously been employed by our company? Yes No When? _____

How did you hear about Pavex, Inc?

- Newspaper
- Radio
- Billboard/Sign at Job Site
- Employee of Pavex
- Website
- Walk-in
- Other

Name of newspaper _____
 Radio station _____
 Location _____
 Name of Employee _____
 Which website? _____

Do you have any friends or relatives working here? Yes No
If so, please state their name(s)

Employment History

Please start with your most current employer and list your last three employers including any periods of self employment

Previous Employer:	Start date:
Address:	End date:
Position Held:	Final Salary/Hourly Rate:
Supervisor:	Phone Number:

Job summary:

Reason for leaving:

Previous Employer:	Start date:
Address:	End date:
Position Held:	Final Salary/Hourly Rate:
Supervisor:	Phone Number:

Job summary:

Reason for leaving:

Previous Employer:	Start date:
Address:	End date:
Position Held:	Final Salary/Hourly Rate:
Supervisor:	Phone Number:

Job summary:

Reason for leaving:

Please give a brief explanation for any gaps in your employment:

Education

School Level	Name and Location of School	Years Completed	Course of Study	Degree/Diploma
High School				
College				
Trade, Business or Correspondence School				

References

Please list two people who are not related to you and who have some knowledge of your qualifications for the position for which you are applying. Do not repeat name of supervisors listed under Employment Record Section.

Name	Phone Number	Occupation	Years Known

Certifications/Designations/Licenses

Course	Certification/State	Expiration Date

Specialized Skills (If Applicable)

Typing WPM _____ Microsoft Word Excel Outlook Access Other software _____
 Other skills and/or equipment _____
Please state any additional information you feel may be helpful to us in considering your application.

Military Service

Branch of Service: _____ Discharge Date: _____
Present Membership in Nation Guard or Reserves: _____ Yes _____ No Date obligation ends: _____

I authorize Pavex, Inc. to contact, obtain and verify the accuracy of the information contained in this application from all previous employers, educational institutions and references. I also hereby release from liability Pavex, Inc. and its representatives for seeking, gathering and using such information to make employment decisions and all other persons or organizations for providing such information.

I certify that the information provided on this application is true and correct and I understand that any misrepresentation or omission of information will be justification for termination of employment with Pavex, Inc., if I am employed.

I understand that this application for employment or being granted an interview is not a contract of employment. It is also understood that any employment relationship with Pavex, Inc. is At-Will and I have the right to terminate my employment with proper notice at any time for any reason and that Pavex, Inc. has the same right, so long as there are no violations of applicable state or federal employment laws.

I understand that all employment offers are conditional upon passing pre-employment testing. All field employees will be required to complete and pass a drug and alcohol screen and medical examination due to the nature of the job duties. All office employees will be required to complete and pass a drug and alcohol screen. Failure to submit to pre-employment testing or the inability to pass pre-employment testing will rescind any employment offer.

I understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit within the required time shall result in immediate termination of my employment.

I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.

Applicant's Signature

Date

Printed Name