

# Magneon Homes, Inc.

## Application for Employment

Date: \_\_\_\_\_

Name: \_\_\_\_\_ SSN#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
(First) (Middle) (Last)

Address/City/State/Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Position applying for: \_\_\_\_\_ Date available: \_\_\_\_\_ Full Time \_\_\_\_ Part Time \_\_\_\_

Can you submit verification of your legal right to work in the United States? YES \_\_\_\_ NO \_\_\_\_

Are you willing to submit to a criminal background investigation? YES \_\_\_\_ NO \_\_\_\_

Do you have a valid driver license, or state ID? YES \_\_\_\_ NO \_\_\_\_

Have you worked for this company before? YES \_\_\_\_ NO \_\_\_\_

Are you employed now? YES \_\_\_\_ NO \_\_\_\_

May we contact your present employer? YES \_\_\_\_ NO \_\_\_\_

If NOT, why? \_\_\_\_\_

Are you under 18? YES \_\_\_\_ NO \_\_\_\_

If YES, your date of birth: \_\_\_\_\_

Do you speak any languages other than English? YES \_\_\_\_ NO \_\_\_\_

If YES, please list: \_\_\_\_\_

Are you able to perform basic the functions of the position for which you are applying with or without reasonable accommodation? YES \_\_\_\_ NO \_\_\_\_

If NOT, why? \_\_\_\_\_

Have you ever had disciplinary action taken against any license, or are you currently the subject of a report or investigation? YES \_\_\_\_ NO \_\_\_\_

If YES, please explain: \_\_\_\_\_

How were you referred to us? \_\_\_\_\_

**Availability:** Date you can start: \_\_\_\_\_ Are you available to work overnight? YES \_\_\_\_ NO \_\_\_\_

Days/Hours:

Monday \_\_\_\_\_ Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_ Friday \_\_\_\_\_

Saturday \_\_\_\_\_ Sunday \_\_\_\_\_

## Emergency Contact

1. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

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## Personal References (Not relatives or former employers)

1. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

3. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

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## Prior Work Experience (Please list most recent employment first)

1. Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_ Can we contact? YES \_\_\_ NO \_\_\_

Dates Employed: (from) \_\_\_\_\_ (to) \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

2. Employer: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Immediate Supervisor: \_\_\_\_\_ Can we contact? YES \_\_\_ NO \_\_\_

Dates Employed: (from) \_\_\_\_\_ (to) \_\_\_\_\_

Duties & Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

## Education Background

**High School: Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Did you graduate? YES \_\_\_ NO \_\_\_ Number of Years completed? \_\_\_\_\_

**College: Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Did you graduate? YES \_\_\_ NO \_\_\_ Number of Years completed? \_\_\_\_\_

Subject(s) studied and Degree(s) Received: \_\_\_\_\_

**Other: Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_

Did you graduate? YES \_\_\_ NO \_\_\_ Number of Years completed? \_\_\_\_\_

Subject(s) studied and Degree(s) Received: \_\_\_\_\_

**Certificates & Training** (Please list all that apply to the position in which you are applying for)

\_\_\_\_\_  
\_\_\_\_\_

I certify that the information provided on this job application is accurate. Falsely reporting information on this job application can result in refusal to hire or disciplinary action, but not limited to, termination.

I understand that employment with Magneon Homes, Inc. is "at-will." This means employees are free to resign at any time, with or without cause, and Magneon Homes, Inc. may terminate the employment relationship at any time, with or without cause or advance notice. As an at-will employee, it is not guaranteed, in any manner, that you will be employed with Magneon Homes, Inc. for any set period of time.

I understand and agree that only an officer of the company can enter on any other terms and can only do so in writing signed by the officer and me.

I voluntarily give this company the right to make a thorough investigation of my past employment and activities, agree to cooperate in such investigation and release from all liability all persons, companies or corporations supplying such information.

I further understand and waive my right of privacy in this investigation and release and hold harmless Magneon Homes, Inc. from any liability.

I understand that if I am employed it will be on a probationary or trial basis for a period of 90 days. Upon termination I authorize the release of reference information on my work.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_