

Hopkins Sand & Gravel, Inc.

27760 State Road 35

Webster WI 54893

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24865 Rosewood Lane Pine City MN 55063 • N13384 Bear Tree Road Minong WI 54859

OFFICE APPLICATION FOR EMPLOYMENT

(PLEASE WRITE LEGIBLY)

Applicant Name _____ Date of Application _____

Position(s) Applied for _____ Rate of Pay Expected _____

Phone Number _____ Date of Birth _____

In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, veteran status, non-job related disability, or any other projected group status.

List your addresses of residency for the past 3 years.

Current Address: _____
Street City State Zip Code

How long? _____
yr./mo.

Previous Addresses: _____
Street City State Zip Code

How long? _____
yr./mo.

_____ Street City State Zip Code

How long? _____
yr./mo.

EDUCATION

Name of High School Attended: _____

City/State of High School: _____

High school diploma or GED received? YES NO

Undergraduate or Graduate School: _____

Other: _____

List any certificates or diplomas earned other than shown elsewhere in this application: _____

EMPLOYMENT HISTORY

Start with your present or last job.

EMPLOYER	POSITION HELD:
DATE OF EMPLOYMENT FROM: MO. YR. TO: MO. YR.	SALARY/WAGE:
ADDRESS	REASON FOR LEAVING:
CITY STATE ZIP CODE	
CONTACT PERSON PHONE #	

EMPLOYER	POSITION HELD:
DATE OF EMPLOYMENT FROM: MO. YR. TO: MO. YR.	SALARY/WAGE:
ADDRESS	REASON FOR LEAVING:
CITY STATE ZIP CODE	
CONTACT PERSON PHONE #	
EMPLOYER	
DATE OF EMPLOYMENT FROM: MO. YR. TO: MO. YR.	SALARY/WAGE:
ADDRESS	REASON FOR LEAVING:
CITY STATE ZIP CODE	
CONTACT PERSON PHONE #	
EMPLOYER	
DATE OF EMPLOYMENT FROM: MO. YR. TO: MO. YR.	SALARY/WAGE:
ADDRESS	REASON FOR LEAVING:
CITY STATE ZIP CODE	
CONTACT PERSON PHONE #	
EMPLOYER	

Do you have the legal right to work in the United States? Yes No
 Have you worked for this company before? _____ Dates _____
 Reason for leaving _____
 Are you currently employed? _____ If not, how long since leaving last employment? _____

Please include explanation of any gaps in employment:

Specialized Skills:
 Computer Word Excel QuickBooks

Please state any additional information you feel may be helpful to us in considering your application: _____

Personal/Professional References

Do not include family members or past supervisors.

Name	Telephone	Occupation
Name	Telephone	Occupation
Name	Telephone	Occupation

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment as it may be necessary in arriving at an employment decision. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment with Hopkins Sand & Gravel, Inc. is an "at will" nature, which means that the employee may resign at any time and the employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct, unless an authorized executive of this organization specifically acknowledges such change in writing.

In the event of employment, I understand false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signed:	Date:
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