

ER Lewis Construction Co, Inc.

PO Box 565
Greenville, NC 27858

252-321-1101

PREQUALIFICATION APPLICATION FOR EMPLOYMENT (Pre-Employment Questionnaire/An Equal Opportunity Employer)

PERSONAL INFORMATION

Date _____

Name _____
Last First Middle

Address _____
Street City State Zip

Phone Number _____ Are you 18 years or older? Yes ___ No ___

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes ___ No ___

EMPLOYMENT DESIRED

Position _____ Date you can start _____ Salary Desired _____

Are you employed now? _____ If so, may we inquire of your present employer? Yes ___ No ___

Have you ever applied to the company before? _____ Where? _____ When? _____

Referred By: _____

Special Job Related Skills (List and Explain):

1. _____

2. _____

3. _____

4. _____

FORMER EMPLOYERS (List last three, starting with the most recent)

Employment Dates	Name and Address of Employer	Title	Salary	Reason for Leaving
From:				
To:				
Job Duties:				
Promotions:				
Supervisor:	Phone #:	May we contact? Yes ___ No ___		

Employment Dates	Name and Address of Employer	Title	Salary	Reason for Leaving
From:				
To:				
Job Duties:				
Promotions:				
Supervisor:		Phone #:	May we contact? Yes ____ No ____	

Employment Dates	Name and Address of Employer	Title	Salary	Reason for Leaving
From:				
To:				
Job Duties:				
Promotions:				
Supervisor:		Phone #:	May we contact? Yes ____ No ____	

Tell us in your own words why you believe you can be an asset to our company: _____

References: Give the names of three people not related to you, whom you have known at least one year.

Name	Occupation	Phone Number	Years Acquainted

I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, resonations are discovered, my application may be rejected, and if I am employed, my employment may be terminated at any time. In consideration with employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause, and with or without notice, at any time, at either my or the company's option. I also understand and agree that the terms and conditions of employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative other than its president, and then only when in writing and signed by the president, has an authority to enter into any agreement for employment for a specific period of time, or to make any agreement contrary to the foregoing.

Signature: _____ Date: _____

EXPERIENCE AND QUALIFICTIONS – (DRIVER Applicants only)

Driver licenses or permits held in the past 3 years	STATE	LICENSE NO.	CLASS	ENDORSEMENT(S)	EXPIRATION DATE

A. Have you ever been denied a license, permit or privilege to operate a motor vehicle? Yes _____ No _____

B. Has any license, permit or privilege ever been suspended or revoked? Yes _____ No _____

IF THE ANSWER TO EITHER A OR B IS YES, GIVE DETAILS _____

DRIVING EXPERIENCE Circle Yes or No

CLASS OF EQUIPMENT	CIRCLE TYPE OF EQUIPMENT		DATES		Approx No. of Miles (Total)
			From(M/Y)	To (M/Y)	
STRAIGHT TRUCK YES NO	VAN, TANK, FLAT, DUMP, REFER				
TRACTOR AND SEMI TRAILER YES NO	VAN, TANK, FLAT, DUMP, REFER				
TRACTOR TWO TRAILERS YES NO	VAN, TANK, FLAT, DUMP, REFER				
TRACTOR THREE TRAILERS YES NO	VAN, TANK, FLAT, DUMP, REFER				
MOTORCOACH-SCHOOL BUS YES NO (>8 PERSONS)	-				
MOTORCOACH-SCHOOL BUS YES NO (>15 PERSONS)	-				
OTHER _____					

LIST STATES OPERATED IN FOR LAST FIVE YEARS _____

SHOW SPECIAL COURSES OR TRAINING THAT WILL HELP YOU AS A DRIVER: _____

WHICH SAFE DRIVING AWARDS DO YOU HOLD AND FROM WHOM? _____

EXPERIENCE AND QUALIFICATIONS – OTHER

SHOW ANY TRUCKING, TRANSPORTATION OR OTHER EXPERIENCE THAT MAY HELP IN YOUR WORK FOR THIS COMPANY _____

LIST COURSES AND TRAINING OTHER THAN SHOWN ELSEWHERE IN THIS APPLICATION _____

LIST SPECIAL EQUIPMENT OR TECHNICAL MATERIALS YOU CAN WORK WITH (OTHER THAN ALREADY SHOWN) _____

E R LEWIS CONSTRUCTION CO INC

GRADING & EXCAVATING * WATER & SEWER * UTILITIES
CONTRACTORS

100 East Arlington Boulevard
PO Box 565
Greenville North Carolina 27835
252.321.1101 Office * 252.321.1102 Fax

Background Record Check

Applicant's full name (print)

Driver's license number/state licensed/Class

As per the: **Fair Credit Reporting Act**
 Consumer Product Safety Act
 Drivers Privacy Act
 Federal Motor Carrier Safety Regulations

By providing the above information I have authorized the company named above to obtain reports verifying my previous employment, previous drug and alcohol test results, driving record, credit report, and other data needed to make a decision regarding my employment.

I also release them from any, and all, liability, the entity that must supply this information.

Finally, I understand that if any of this information is unsatisfactory, I will be given a copy of same so I can have it corrected with the entity that supplied it. No decision shall be made by the company regarding my employment until the correcting entity has supplied you with the correct data in writing/fax.

I realize that it is my responsibility to have any favorable corrected data to the above company in a timely manner (within two calendar weeks).

Applicant's Signature _____ Date _____

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I _____ (Applicants printed name) understand that any offer of employment with ER Lewis Construction Co, Inc. is contingent upon successful completion of a drug screen to be conducted at my expense and at a location to be designated by ER Lewis Construction Co, Inc. I further understand that, if heavy lifting is involved in the position for which I am applying, I must also pass a pre-employment physical.

Signature: _____

Date: _____