

Westwood Construction Company Inc.

Application for Employment

PERSONAL INFORMATION

Name: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Telephone: home: _____ business: _____ message/cell: _____

Email: _____ Are you over 18 years of age? _____

Other name(s) (last names and nicknames) under which you have been previously employed or under which education records exist: _____

Name by which you prefer to be called: _____

Position desired: _____ Salary required: _____

How were you referred to our company? _____

PROFESSIONAL SKILLS

Job-related professional certificates or licenses held: _____

EDUCATION

Highest grade completed: _____ Name and Location of Schools: _____

Other training (including military or apprenticeships), as well as seminars or short courses within the last three years to improve your specific job skills and general leadership skills: _____

REFERENCES

List people we may contact who are qualified to evaluate your skills or work performance (do not include relatives.)

Name _____ Telephone _____ Years Known _____

Name _____ Telephone _____ Years Known _____

Name _____ Telephone _____ Years Known _____

EMPLOYMENT HISTORY

Current Employment

Company Name & Address: _____

Job Title: _____ Supervisor's Name and Telephone #: _____

Dates Employed (From/To): _____

Employment History:

1. Company Name & Address: _____

Job Title: _____

Supervisor's Name and Telephone #: _____

Dates Employed (From/To): _____

Reason for Leaving: _____

2. Company Name & Address: _____

Job Title: _____

Supervisor's Name and Telephone #: _____

Dates Employed (From/To): _____

Reason for Leaving: _____

3. Company Name & Address: _____

Job Title: _____

Supervisor's Name and Telephone #: _____

Dates Employed (From/To): _____

Reason for Leaving: _____

Have you ever been terminated from a job? _____ If so, please explain: _____

GENERAL INFORMATION

Have you ever been convicted of a felony or a misdemeanor (exclude convictions that have been sealed, expunged, or statutorily eradicated, and exclude marijuana convictions more than two years old) Yes _____ No _____

If yes, please explain, giving date, place, offense and outcome. (A conviction will not necessarily disqualify you from employment) _____

Is there anything else that you would like us to know about you? If so, what? _____

CERTIFICATION

I certify that all answers or statements I have made on this application or resume are true and correct without omissions. I understand that any false statement or misrepresentation given on my application, resume or in the interview will be cause for refusal to hire or for immediate dismissal from employment at any time during the period of my employment.

I authorize this company to contact any of my past employers, educational institutions, references (except as otherwise indicated), any public or private agencies that have issued me a job-related professional or vocational certification or license (including driver's license, if applying for a position requiring vehicle driving or heavy equipment operation), and I authorize all of these parties to furnish any information concerning my previous employment, education or certification.

I release these parties furnishing information and Westwood Construction from all claims and liabilities of any nature arising from such investigations or the supplying of information for such investigations. During or after my employment with Westwood Construction, I release Westwood Construction from all claims and liabilities for information provided by Westwood Construction to other employers, organizations, or persons. I authorize and consent to this company conducting a thorough background investigation of whether I have a record of criminal convictions, and if so, the nature of such criminal convictions and all surrounding circumstances available through lawful means.

The company's criminal background check will focus on convictions and a criminal record will not necessarily disqualify me from employment. I understand that my employment is at will and for no definite period of time and may be terminated at any time by the company or me, with or without cause. I understand that my employment at will can be altered only by the President of Westwood Construction and only if such is in writing. Any implications to the contrary in any written material of the company shall have no force or effect on these actions. I agree to conform to the rules and regulations of the Company and acknowledge that, other than at-will employment, these rules and regulations may be changed, interpreted, withdrawn, or added by the Company at any time, at the Company's sole discretion and without any prior notice to me. I agree not to disclose confidential Company information to anyone outside the Company and that inventions, patents, and copyrighted material generated by me in the course of my employment are the sole property of Westwood Construction.

I have no objection to taking a job-related physical examination which includes an alcohol and drug screening test at the expense of the Company if a job offer is made and conditioned upon successful completion of such an examination. If the alcohol and drug screening test is positive (confirmed by a Medical Review Officer), I understand I will not be considered for employment. I also understand I have the right to refuse to participate in this physical examination and alcohol and drug screening test, and that such refusal or failure to cooperate will result in removal from consideration for employment by the Company.

My signature below verifies that I:

_____ **will consent to an alcohol and drug screening**

_____ **refuse to consent to an alcohol and drug screening**

Further,

_____ **I do**

_____ **do not**

give consent for release of the test results and all pertinent medical information to authorized Company

representatives. If hired, I will be required to submit proof of U.S. citizenship or other verification of my legal right to work in the U.S. I have read and understand the foregoing statements and accept the same as conditions of employment.

Applicant's Signature: _____ **Date:** _____

Thank you for your interest in employment with Westwood Construction Co. Inc.

The Human Resource Services Department welcomes any feedback you might have about our employment application and hiring process.

Please email your application to: westwood450@yahoo.com

OR

Please mail your application to:

Westwood Construction Company Inc

45253 Arroyo Seco Road

Greenfield CA., 93927

Westwood Construction Company Inc. prohibits unlawful discrimination based on race, color, creed, gender, religion, marital status, age, national origin or ancestry, mental or physical disability, medical condition including genetic characteristics, sexual orientation, veteran status or any other consideration made unlawful by federal, state or local laws.