

EMPLOYMENT APPLICATION

WALLY STAPLES INC

BUILDERS

Design To BUILD



21 Greenwood Rd. Brunswick, ME
Phone: 725-7700 Fax: 725-7701
Email: builders@wjsbuilders.com
www.wallyjstaplesbuilders.com

APPLICANT INFORMATION

Full Name: _____ Date: _____

Last First M.I.

Address: _____

Street Address

City/Town

State

Zip Code

Phone: _____ E-mail: _____

Home

Cell

Date of Birth: _____ Social Security No: _____

Year

Month

Day

Driver License No: _____

Valid ME Drivers License
Yes No

Position Applied for: _____

Desired Salary/Wage: \$ _____

Date You Can Start: _____

CURRENT POSITIONS

ADMINISTRATION

001: General Manager

002: Project Administrative Assistant

SALES/DESIGN

003: Project Estimators/Managers

004: Project Designer/Estimator

PRODUCTION

005: Project Lead Carpenter/ Manager

006: Project Lead Carpenter

007: Project Carpenter

EDUCATION

High School: _____ School: _____

From: _____ To: _____ Did you graduate:
Yes No

Technical School: _____ School: _____

From: _____ To: _____ Did you graduate:
Yes No

Trade: _____

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College: _____ University: _____

From: _____ To: _____ Did you graduate: Yes No

Degree: _____

Executive Education: _____ Institution: _____

From: _____ To: _____ Did you graduate: Yes No

Certificate: _____

Military: _____ Branch: _____

From: _____ To: _____ Active: Yes No

Job Description: _____ Discharge Date: _____

EMPLOYMENT HISTORY

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ to _____

Reason for Leaving: _____

Starting Salary: \$ _____ Ending Salary: \$ _____

PROFESSIONAL REFERENCES

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ to _____

Reason for Leaving: _____

Starting Salary: \$ _____ Ending Salary: \$ _____

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PROFESSIONAL REFERENCES

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ From: _____ to _____
Reason for Leaving: _____
Starting Salary: \$ _____ Ending Salary: \$ _____

PERSONAL AND PROFESSIONAL REFERENCES

	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>RELATIONSHIP</u>	<u>YEARS KNOWN</u>
1.)	_____	_____	_____	_____	_____
2.)	_____	_____	_____	_____	_____
3.)	_____	_____	_____	_____	_____

CURRENT/PREVIOUS EMPLOYER

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ From: _____ To: _____
Responsibilities: _____
Reason for Leaving: _____
Starting Salary: \$ _____ Ending Salary: \$ _____

May we contact your previous Employer/Supervisor for a reference?

Yes No

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PHYSICAL RECORD

Do you have any physical condition which may limit your ability to perform the particular job for which you are applying?

Yes No

Please describe if you answered yes to the above question:

DISCLAIMER AND SIGNATURE

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize the contact of the references and previous employers listed above and obtainment of a criminal history record from the Maine State Bureau of Identification to gain any pertinent information they have, personal or otherwise, and release all parties from all liability.

I understand and agree that, if hired, my employment is for no definite period and may be terminated at any time without any prior notice."

Signature: X _____ Date: X _____

Printed Name: X _____