STRONGHOLD CONSTRUCTION of Robie Creek

APPLICATION FOR EMPLOYMENT

Stronghold Construction is an equal opportunity employer and applicants are considered without regard to race, color, religion, sex, natural origin, age, marital or veteran status, or the presence of a non job-related medical condition or handicap. In addition, Stronghold Construction takes affirmative action to employ minorities, females, Vietnam-era veterans, special disabled veterans, and the handicapped.

Name	Social Security Number	Telephone	
Address	City	State	Zip
Please List Other Names Used		Check (✓) Age, If Applicable	
		☐ Under age 18	

Are you a U.S. Citizen? ☐ Yes ☐ No
Are you an alien lawfully authorized to work in the United States? ☐ Yes ☐ No (Form I-9, INS verification must be completed by all new employees.)

HOW DID YOU HEAR ABOUT STRONGHOLD CONSTRUCTION? Please check (✓) all that apply.

	Unsolicited		Private Placement Agency (Please give name of agency.)
	State Employment Office		College Placement Service (Please give name of school.)
	Personal Contact (Please Name.)		Reply to Advertisement (Please give name and date of publication.)

HAVE YOU EVER WORKED FOR STRONGHOLD CONSTRUCTION? ☐ Yes ☐ No If Yes, please answer the following:

Dates Worked	Reason for Leaving

DO YOU HAVE RELATIVES WHO WORK FOR STRONGHOLD CONSTRUCTION, STRONGHOLD PLUMBING OR STRONGHOLD ELECTRIC?
☐ Yes ☐ No If yes, please list below:

Stronghold Construction	Stronghold Plumbing	Stronghold Electric

Have you been convicted of a crime in the last seven (7) years, or are you currently awaiting prosecution for any crime other than minor traffic violations? ☐ Yes ☐ No
(Your answer does not exclude you from further consideration: each situation is reviewed with regard to the position applied for.)

EDUCATION / TRAINING - Relevant To The Position For Which You Are Applying

	School Name/Address	Dates		Graduated	Major	Degree
		From	To			
High School						
College						
Other						
What position are you applying for?						
Are there any experiences, skills, or qualifications, which you feel would especially qualify you for work with Stronghold Construction?						
Do you hold any special license or certificates: ☐Yes ☐No Please describe:						

REFERENCES – List Three References Who Are Not Related To You And Are Not Former Employers

Name	Address	Phone	Occupation	# of Years Known
1.				
2.				
3.				

EMPLOYMENT HISTORY (Begin with the most recent or current employer and include U.S. military service if applicable.)

1. Employer Name and Address	Dates Employed From	Dates Employed To	Job Title	Supervisor's Name and Title	Starting Pay	Ending Pay

Description Of Job Responsibilities

Employer's Telephone	Reason for Leaving	May We Contact
		☐ Yes ☐ No

2. Employer Name and Address	Dates Employed From	Dates Employed To	Job Title	Supervisor's Name and Title	Starting Pay	Ending Pay

Description Of Job Responsibilities

Employer's Telephone	Reason for Leaving	May We Contact
		☐ Yes ☐ No

3. Employer Name and Address	Dates Employed From	Dates Employed To	Job Title	Supervisor's Name and Title	Starting Pay	Ending Pay

Description Of Job Responsibilities

Employer's Telephone	Reason for Leaving	May We Contact
		☐ Yes ☐ No

4. Employer Name and Address	Dates Employed From	Dates Employed To	Job Title	Supervisor's Name and Title	Starting Pay	Ending Pay

Description Of Job Responsibilities

Employer's Telephone	Reason for Leaving	May We Contact
		☐ Yes ☐ No

5. Employer Name and Address	Dates Employed From	Dates Employed To	Job Title	Supervisor's Name and Title	Starting Pay	Ending Pay

Description Of Job Responsibilities

Employer's Telephone	Reason for Leaving	May We Contact
		☐ Yes ☐ No

EMERGENCY CONTACT (Please list an emergency contact person below.)

Name	Address	Telephone Number

EMPLOYMENT UNDERSTANDING

Please read the following carefully before signing it as it contains terms and conditions that affect your application and potential employment.

In exchange for Stronghold Construction's consideration of this application and my possible employment with Stronghold Construction, I agree to the following terms and conditions:

1. **Verification:** I verify that the information I have provided on this application is true and accurate. I understand that false or misleading information that I furnish on or in connection with this application for employment may result in rejection of my application or termination of my employment.

2. **Authorization and Release:** I authorize Stronghold Construction to conduct an investigation of my qualifications for employment. I realize that the investigation may include contacting my prior employers and references unless I have indicated otherwise on this form. I release any and all persons and parties connected with the investigation from any and all claims or damages arising from the furnishing of information as part of the investigation.

3. **Employment-at-Will:** I understand that any employment I might obtain with Stronghold Construction is at-will. I further acknowledge that Company policies, manuals, or other similar documents are meant to be explanations of benefits or programs, and do not change the terms of my at-will employment. I also understand that only senior corporate officers have the authority to change my at-will status, and that any change must be in writing and signed by an officer. Also, at any time or for any reason, I may resign my position or Stronghold Construction may terminate my employment.

4. **Alcohol and Drug Testing**: I understand that Stronghold Construction has a strong policy concerning alcohol and drug use and that we reserve the right to require a drug-screening test. I also understand that during the course of my employment with Stronghold Construction, I may be subject to drug and/or alcohol testing under certain conditions as defined by Company policy.

5. **Physical Examinations**: I understand that I may be required to submit to a physical examination.

6. **Discoveries and Inventions**: I agree to treat, as for Stronghold Construction's sole benefit, any and all ideas, discoveries, inventions and/or improvements that I make either alone or with others, at any time while I am employed with Stronghold Construction and which relate directly to Stronghold Construction's business interest and which are within my area of responsibility or which directly result from any specifically assigned tasks. I further agree to fully and promptly disclose and assign these items to Stronghold Construction without any additional consideration or compensation. In furtherance of this obligation, I agree at any time to sign any papers or do any acts, which Stronghold Construction may reasonably require of me to protect its right to these items.

7. **Confidential Information**: During and after any employment with Stronghold Construction, I will not divulge or appropriate for my own use or for the use of others, except as Stronghold Construction may authorize or direct, any knowledge or information obtained by me during my employment and considered by Stronghold Construction to be secret or confidential.

By signing this application form, I certify that I have read and agree to the terms of the above employment understanding.

Name _____ **Date** _____

PRIVACY POLICY

Stronghold Construction is committed to the confidential handling of all information collected and maintained on employees and applicants. You may examine company records relating solely to you in accordance with the Company's privacy policy. For more information, contact your supervisor.

SPECIAL EMPLOYMENT NOTICE

Special Employment Notice To Disabled Veterans, Vietnam Era Veterans, and Individuals with Physical or Mental Handicaps.

Government contractors are subject to Section 402 of the Vietnam Era Veterans Readjustment Act of 1974 which requires that they take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam Era and Section 503 of the Rehabilitation Act of 1973, as amended which requires government contractors to take affirmative action to employ and advance in employment qualified handicapped individuals.

If you are a disabled veteran, or have a physical or mental handicap, you are invited to volunteer this information. The purpose is to provide information regarding proper placement and appropriate accommodation to enable you to perform the job in a proper and safe manner. This information will be treated as confidential. Failure to provide this information will not jeopardize or adversely affect any consideration you may receive for employment.

If you wish to be identified, please sign below.

Check (✓) the condition that applies:

☐ Handicapped ☐ Special Disabled Veteran ☐ Vietnam Era Veteran

Date of Military Service		
From	To	
		Signature

AFFIRMATIVE ACTION

The information requested below is for determining applicant information for affirmative action record-keeping purposes only. This information is voluntary and will in no way enhance or detract from your employment opportunity. If you wish to be identified, please check below.

SEX	AGE	ETHNICITY
☐ Male ☐ Female	☐ 18-39 Years Of Age ☐ 40 And Over	☐ White – Not Hispanic Origin ☐ Black – Not Hispanic Origin ☐ Native American Indian/Alaskan Native ☐ Asian/Pacific Islander ☐ Hispanic