

MICHAEL J. VALENTE

CONTRACTING, INC.

AZ Contractor's License 070570 L-9 & 244038 A

Date: _____



3635 S 43rd Ave Phoenix, AZ 85009

EMPLOYMENT APPLICATION

Personal Information

First Name: _____ Middle: _____ Last Name: _____

Street Address: _____

Apt #: _____ City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Social Security Number: _____

Driver's License Number (If applying for a Driver Position): _____

Email Address: _____

Have you ever worked for Michael J. Valente, Inc.? Yes ___ No ___ If Yes please provide dates _____

- If hired, can you provide proof that you are legally able to work in the United States? Yes ___ No ___
- How were you referred to us?
Advertisement _____ Referral- Name: _____
Employment Agency _____ Walk-In _____ Other _____
- Have you ever been convicted of a criminal offense (felony or misdemeanor)? *Note: An affirmative answer will not necessarily result in disqualification for employment:*
Yes ___ No ___

If yes, please state nature of offense(s), date(s), city, state and disposition of the offense:

- List any relatives or friends employed by Michael J. Valente Contracting, Inc.

Employment

Position Desired: _____

Salary Desired: _____

What days and hours are you available for work? - Check all that apply

Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday ___ Saturday ___ Sunday ___

Please check YES or NO on each of the following questions.

- Are you available to work overtime if necessary?
Yes___ No___
- Are you over 18 years of age?
Yes___ No___
- When are you available to begin work? Date: _____
- Are you able to perform the essential functions of the job for which you are applying? Yes___ No___

Skills

What knowledge, special skills and/or individual capabilities do you have which especially prepare you for the position applied for?

List all your skill in the construction field or list any other skills you wish to mention:

Education	School Name Location	Course of Study	Did you Graduate?	Number of Years completed	Degree / Major and or Certification
High School					
College / Trade /Tech					
University		1986			
Honors Received					

Military Service

Have you obtained any special skills or abilities as the result of services in the military?

Yes___ No___

If yes, please describe:

Employment History

Please account for all employment within the last seven (7) years, beginning with your current or more recent employer.

Positions Held: _____

Company Name: _____

Company Address: _____

Telephone Number: (____) _____

Dates Employed: From: _____ To: _____

Salary: _____ Job Title: _____ Supervisor: _____

Is this your current employer? Yes___ No___ May we contact this employer? Yes___ No___

Specific Job Duties: _____

Reason for Leaving: _____

Positions Held: _____

Company Name: _____

Company Address: _____

Telephone Number: (____) _____

Dates Employed: From: _____ To: _____

Salary: _____ Job Title: _____ Supervisor: _____

Is this your current employer? Yes___ No___ May we contact this employer? Yes___ No___

Specific Job Duties _____

Reason for Leaving: _____

Positions Held: _____

Company Name: _____

Company Address: _____

Telephone Number: (____) _____

Dates Employed: From: _____ To: _____

Salary: _____ Job Title: _____ Supervisor: _____

Is this your current employer? Yes___ No___ May we contact this employer? Yes___ No___

Specific Job Duties: _____

Reason for Leaving: _____

Personal References

Please list at least two (2) persons NOT related to you who have known you for at least five (5) years.

Name of Reference #1: _____

Address: _____

Telephone Number: _____

Name of Reference #2: _____

Address: _____

Telephone Number: _____

APPLICANT'S STATEMENT

AGGREGEDMINT
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(Initial each numbered item as read)

1. _____ The information that I have provided on this application is accurate to the best of my knowledge and may be verified by Michael J. Valente Contracting, Inc. or its agents.
2. _____ I authorize all the schools, persons and organizations named in this application to provide any relevant information in their possession or knowledge to the agents of Michael J. Valente Contracting, Inc., for use in deciding whether or not to offer me employment and specifically waive any required written notification. I hereby release Michael J. Valente Contracting, Inc., my former employers and all other persons from any and all claims, demands, or liabilities arising out of or in any way related to such inquiry or disclosure.
3. _____ I understand that Michael J. Valente Contracting, Inc. is committed to maintaining a drug and alcohol free work place. Accordingly, I may be subject to a pre-employment blood test, urinalysis or other drug/alcohol screening. I further understand that if employed, I may be subject to such a drug and alcohol screening if Michael J. Valente Contracting, Inc. has reasonable suspicion to believe that I am under the influence of a drug or alcohol. My consent to submit to such a test is required as a condition of employment and my refusal to consent shall result in a refusal to hire or, if already employed, termination.
4. _____ I understand and agree that any misrepresentation or omission of facts in this application will be justification for refusal or termination of employment, regardless of the time elapsed before discovery.
5. _____ I understand and agree that the employment for which I am applying for is at-will and such employment may be terminated at any time with or without cause, without prior notice, by either myself or Michael J. Valente Contracting, Inc. There will be no agreement, express or implied between Michael J. Valente Contracting, Inc. and me for any specific period of employment, nor for continuing or long term employment, unless made in writing, signed by an authorized representative of Michael J. Valente Contracting, Inc. I understand that my employment is contingent upon successful completion of the pre-employment process.
6. _____ I have placed my signature in the space provided below only after I have completed the entire application to the best of my ability and have carefully read the statements above.

Print Name

Applicant Signature

Date

It is the policy of Michael J. Valente, Inc. to provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state or local law. In addition, Michael J. Valente, Inc. will provide reasonable accommodations for qualified individuals with disabilities.

