



Rotschy Use Only:  
 Contact: \_\_\_\_\_  
 Orientation: \_\_\_\_\_  
 Start: \_\_\_\_\_  
 Position: \_\_\_\_\_  
 Classification: \_\_\_\_\_  
 Wage: \_\_\_\_\_

**APPLICATION FOR EMPLOYMENT AND PERSONNEL RECORD FOLDER**

*Answer all questions - Please print*

This company is an equal employment opportunity employer. All applicants will be considered without regard to age, color, national origin, religion, sex, or other protected status in accordance with applicable federal and state equal employment opportunity laws.

Have you ever applied for employment at Rotschy, Inc.?  Yes  No  
 Have you ever worked for Rotschy, Inc.?  Yes  No  
 If so, when? \_\_\_\_\_

**GENERAL**

Today's Date: \_\_\_\_\_ Date Available for Employment: \_\_\_\_\_

Full Name: \_\_\_\_\_  
First Middle Last

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ City, St, ZIP: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City, St, ZIP: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

Are you over 21 year of age?  Yes  No  
 Do you have a valid drivers license in this state?  Yes  No  
 (All applicants are subject to a DMV driving record search)

License Number: \_\_\_\_\_ State of Issuance: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

List any other current licenses or permits: \_\_\_\_\_

Are you currently employed?  Yes  No

May we contact your present employer?  Yes  No  
 If yes, list contact name and number: \_\_\_\_\_

Are you legally authorized to work in the United States?  Yes  No

Type of work desired: \_\_\_\_\_

Wages expected: \_\_\_\_\_

Can you perform the essential functions of the job for which you are applying?  Yes  No

Are you available to work:  Full Time  Part Time  Overtime  Out of Town

Have you ever been convicted of a felony?  Yes  No

Please note that a "yes" answer may not bar you from consideration for employment.

If "yes", please explain: \_\_\_\_\_

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**EDUCATION**

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	Elementary	High School	College
School Name:	_____	_____	_____
Years Completed:	4 5 6 7 8	9 10 11 12	1 2 3 4
Course of Study:	_____		

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**SPECIAL SKILLS, QUALIFICATIONS, AND CONSIDERATIONS**

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Please summarize your history of operating construction equipment, driving heavy trucks, or any other experience that relates to the position for which you are applying.

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**REFERENCES**

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List 3 non-relatives who are familiar with your qualifications, actual work history, and abilities.

	Name	Occupation/Relationship	Years known	Phone Number
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

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**EMPLOYMENT EXPERIENCE**

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Start with your present or most recent job. List your jobs in order for the last 10 years. **Do not omit any job or period of time between jobs.**

**Employer:** \_\_\_\_\_ **Supervisor Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Dates Employed:** \_\_\_\_\_ to \_\_\_\_\_  
**Duties:** \_\_\_\_\_  
**Starting Wage:** \_\_\_\_\_ **Ending Wage:** \_\_\_\_\_  
What did you like most about this job? \_\_\_\_\_  
What did you like least about this job? \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Supervisor Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Dates Employed:** \_\_\_\_\_ to \_\_\_\_\_  
**Duties:** \_\_\_\_\_  
**Starting Wage:** \_\_\_\_\_ **Ending Wage:** \_\_\_\_\_  
What did you like most about this job? \_\_\_\_\_  
What did you like least about this job? \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Supervisor Name:** \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ **Dates Employed:** \_\_\_\_\_ to \_\_\_\_\_  
 Duties: \_\_\_\_\_  
 Starting Wage: \_\_\_\_\_ **Ending Wage:** \_\_\_\_\_  
 What did you like most about this job? \_\_\_\_\_  
 What did you like least about this job? \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Supervisor Name:** \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ **Dates Employed:** \_\_\_\_\_ to \_\_\_\_\_  
 Duties: \_\_\_\_\_  
 Starting Wage: \_\_\_\_\_ **Ending Wage:** \_\_\_\_\_  
 What did you like most about this job? \_\_\_\_\_  
 What did you like least about this job? \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

**DRIVING EXPERIENCE**

Have you ever been denied a license, permit, or privilege to operate a motor vehicle?  Yes  No  
 Has any license, permit, or privilege ever been suspended or revoked?  Yes  No  
 If yes to either question, please explain: \_\_\_\_\_

List special courses or training that will help you as a driver: \_\_\_\_\_

List any safe driving or other awards you hold, and from whom: \_\_\_\_\_

**Accidents – for the past 3 years**

Date	Nature of Accident (head-on, upset, etc.)	Fatalities	Injuries

**Traffic Convictions and Forfeitures – for the past 3 years**

Date	Location	Penalty	Charge

Do you have a CDL endorsement:  Yes  No  
 If yes, please complete the following:

**CDL ENDORSEMENT**

Have you ever been disqualified subject to Section 391 of the Federal Motor Carrier Safety Regulations (FMCSA Part 391)?  Yes  No

Equipment

Class of Equipment	Type of Driving (highway, off road)	Dates (from - to)
Dump Truck		
Truck & Trailer		
Heavy Haul, Lowboy		
Other		

List states operated in for last 5 years: \_\_\_\_\_

**Please read the following statements carefully before signing this application. Only those applications that are signed and dated are considered valid. If you have any questions regarding this statement, please ask them before signing.**

I certify that all answers and statements I have made on this application (and resume or other supplementary materials) are true and complete without omissions. I understand that any false information will be grounds for refusal to hire or for immediate discharge if I am employed. I authorize any of the persons or organizations named in this application to give you complete information and records regarding my employment, education, character and qualifications.  Yes  No

I will be responsible for familiarizing myself with all rules and regulations of Rotschy, Inc. as they presently exist or are later modified. I recognize that my employment can be terminated, at the discretion of Rotschy, Inc. or at my option, without notice, at any time, except as specifically set forth in writing in a current individual employment agreement.  Yes  No

I also understand that no representative of Rotschy, Inc. has any authority to enter into any employment agreement for any specified period of time, or to assure me of any future position, benefits, or terms, and conditions of employment, except as specifically stated in a current written agreement signed by the President.  Yes  No

I understand that the information that has been provided may be used and prior employers may be contacted for the purpose of investigating the background as required by §391.23.  Yes  No

I understand Rotschy, Inc. is a drug-free workplace and performs pre-employment drug tests on all new hires, and I consent to any testing required by Rotschy, Inc.  Yes  No

This certifies that this application was completed by me, and that all the entries on it and information in it are true and complete to the best of my knowledge.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

This application is valid for 90 days from the date it is signed. If I want to be considered for job openings more than 90 days from today, I will submit a new application.

