



Rotschy Use Only:
 Contact: _____
 Orientation: _____
 Start: _____
 Position: _____
 Classification: _____
 Wage: _____

APPLICATION FOR EMPLOYMENT AND PERSONNEL RECORD FOLDER

Please answer all questions.

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.

If submitting electronically, please save a completed copy, then email to HR@rotschyinc.com.

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 years of age? Yes No
 Do you have a valid driver's 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: _____

EDUCATION

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

SPECIAL SKILLS, QUALIFICATIONS, AND CONSIDERATIONS

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.

REFERENCES

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.	_____	_____	_____	_____

EMPLOYMENT EXPERIENCE

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: _____

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: _____

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: _____

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: _____

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:
If yes, please complete the following section.

Yes No

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.

