

APPLICATION FOR EMPLOYMENT



88 GALILEE ROAD
TYLER HILL PA 18469
570-224-8042 TEL. 570-224-0492 FAX.
rutexc@verizon.net

DATE: _____

PERSONAL INFORMATION:

NAME: FIRST MIDDLE LAST

SOCIAL SECURITY #

DATE OF BIRTH

ADDRESS:

PHONE: HOME MOBILE

EMERGENCY CONTACT:

NAME	PHONE	RELATIONSHIP
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AVAILABILITY:

WHEN CAN YOU START: _____
POSITION SOUGHT: _____
DESIRED PAY: _____ /HR
ARE YOU CURRENTLY EMPLOYED: _____

EDUCATION:

	NAME/LOCATION	YEARS	DEGREE/CERTIFICATIONS	MAJOR
HIGH SCHOOL:				
COLLEGE/UNIVERSITY/TRADE SCHOOL:				
SPECIALIZED TRAINING/CERTIFICATIONS:				
OTHER EDUCATION:				

PREVIOUS EXPERIENCE**EMPLOYER #1:**

DATES	COMPANY NAME	LOCATION	JOB TITLE
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JOB DUTIES:

SALARY/WAGE HISTORY: \$

REASON FOR LEAVING:

MAY WE CONTACT THEM:

NAME/NUMBER

EMPLOYER #2:

DATES	COMPANY NAME	LOCATION	JOB TITLE
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JOB DUTIES:

SALARY/WAGE HISTORY: \$

REASON FOR LEAVING:

MAY WE CONTACT THEM:

NAME/NUMBER

EMPLOYER #3:

DATES	COMPANY NAME	LOCATION	JOB TITLE
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JOB DUTIES:

SALARY/WAGE HISTORY: \$

REASON FOR LEAVING:

MAY WE CONTACT THEM:

NAME/NUMBER

REFERENCES:

NAME

NUMBER

OCCUPATION

NAME

NUMBER

OCCUPATION

NAME

NUMBER

OCCUPATION

Any other information you wish to provide that may be important to your employment at Rutledge Excavating, Inc. _____

Have you been convicted of a felony in the last 7 years? (arrests are NOT convictions):

I hereby authorize Rutledge Excavating, Inc. to thoroughly investigate my background, experience, reference, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable) and previous employers and organizations contacted by Rutledge Excavating, Inc. to provide any relevant information regarding my current and/or previous employment and I release all persons, schools and employees of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application or if hired, discipline up to and including dismissal.

I understand that the use of illegal drugs is prohibited during employment and may result in immediate termination. If Rutledge Excavating, Inc. requires, I am willing to submit to drug testing to detect the use of illegal drugs prior to and during employment.

SIGNATURE: _____

DATE: _____
