

EMPLOYMENT APPLICATION

DIRECTIONAL SERVICES INC.

4830 US Highway 301 S
Hope Mills, NC 28348

Boring _____
Power _____
Electrical _____

PRINT CLEARLY IN BLUE OR BLACK INK. ANSWER ALL QUESTIONS. SIGN AND DATE APPLICATION

Date Applied: _____

First Name: _____ MI _____ LAST NAME _____

Date Of Birth: Month: _____ Day: _____ Year _____

Social Security Number _____ - _____ - _____ (optional)

Address:

Street _____

City _____

State _____

Zip Code _____

Home Phone# () _____ Mobile Phone # () _____

Email Address:

@ _____

Marital Status: Single Married Divorced # of Dependent's _____

Do you have a valid Drivers License? Yes _____ No _____

License # _____ State _____ Class _____ CDL? _____ MedExp _____

Position Requested: Foreman [] Operator [] Labor [] Other []
Electrician [] Lineman [] Apprentice []

Desired Rate of Pay: _____

Referred By: _____ Type of Work Desired _____

Emergency Contact:

Name: _____ Relationship: _____

Phone # : () _____

Signature: _____ Date: _____

WHERE YOU PREVIOUSLY EMPLOYED BY DIRECTIONAL SERVICES: YES [] NO []

If Yes, What was the reason for leaving

FOR OFFICE USE ONLY	
DATE HIRE: _____	REHIRE: [] YES [] NO EMPLOYEE# _____
JOB TITLE _____	PAY RATE _____
TAX FILING STATUS FEDERAL: _____	STATE: _____
EVERIFY DATE: _____	BY: _____

EDUCATIONAL HISTORY

SCHOOL NAME	LOCATION (CITY, STATE)	MAJOR COURSE OR SUBJECT	GRADUATED YES OR NO	DEGREE
HIGH SCHOOL				
TECHNICAL/TRADE (AFTER HIGH SCHOOL)				
COLLEGE (LIST ALL ATTENDED)				
OTHER EDUCATION/TRAINING				

SPECIAL SKILLS

<u>TO BE COMPLETED FOR OFFICE POSITION:</u>	<u>TO BE COMPLETED BY APPLICATION FOR CONSTRUCTION WORK:</u>	
TYPE OF SOFTWARE/OFFICE EQUIPMENT USED:	TYPE OF OPERATED:	YEARS EXPERIENCE:

PLEASE LIST OTHER SKILLS AND EXPERIENCE THAT YOU MAY BE USEFUL FOR THE POSITION SOUGHT:

CRIMINAL CONVICTION INQUIRY

HAVE YOU EVER BEEN CONVICTED (OTHER THAN MINOR TRAFFIC VIOLATIONS)? A CONVICTION DOES NOT NECESSARILY DISQUALIFY YOU FROM EMPLOYMENT WITH THIS COMPANY, FACTORS SUCH AS THE SERIOUSNESS AND NATURE OF THE VIOLATION WILL BE CONSIDERED WHEN MAKING ANY EMPLOYMENT DECISIONS

{ } YES { } NO

IF YES, DESCRIBE BELOW:

HAVE YOU EVER BEEN CONVICTED FOR DRIVING UNDER THE INFLUENCE OF ALCOHOL? { } YES { } NO

IF YES, DESCRIBE BELOW:

MISCELLANEOUS

IF HIRED, CAN YOU PRESENT EVIDENCE OF YOUR LEGAL RIGHT TO WORK IN THE UNITED STATES? { } YES { } NO
(ALL EMPLOYEES MUST SUBMIT APPROPRIATE DOCUMENTATION VERIFYING WORK AUTHORIZATION STATUS)

ARE YOU CAPABLE OF PERFORMING THE ESSENTIAL JOB FUNCTIONS OF THE POSITION FOR WHICH YOU ARE APPLYING, WITH OR WITHOUT A REASONABLE ACCOMODATION? { } YES { } NO

YOU MAY BE REQUIRED TO WORK 40 OR MORE HOURS A WEEK, INCLUDING SATURDAYS, SUNDAYS AND HOLIDAYS, CAN YOU MEET THE ATTENDENCE REQUIREMENTS OF THE JOB? { } YES { } NO

EMPLOYMENT HISTORY

Employer Name:		Contact:	Date employed:
Address		May we contact them: Yes or No	Position:
City	State	Phone:	Rate of Pay:
Reason for leaving:			
Employer Name:		Contact:	Date employed:
Address		May we contact them: Yes or No	Position:
City	State	Phone:	Rate of Pay:
Reason for leaving:			
Employer Name:		Contact:	Date employed:
Address		May we contact them: Yes or No	Position:
City	State	Phone:	Rate of Pay:
Reason for leaving:			
Employer Name:		Contact:	Date employed:
Address		May we contact them: Yes or No	Position:
City	State	Phone:	Rate of Pay:
Reason for leaving:			