



APPLICATION FOR EMPLOYMENT

Application must be completed and legible to be considered for employment

Name _____
First Middle Last

Address _____

City _____ State _____ Zip Code _____

Telephone _____ Email (optional) _____

How did you hear about us? If a referral, please list name of employee _____

Do you have legal status to work in the United States? Yes No

GOALS

Position(s) desired _____

What is your ultimate career goal? _____

Salary Requirements _____ Date available to start _____

EMPLOYMENT HISTORY

List below prior work experience for the past 10 years. Begin with most recent employment.

From (Mo./Yr.)	To (Mo./Yr.)	Job Title	Supervisor	Salary
Company		Location	Phone	
Reason for Leaving				
Description of Duties				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				

For B & F Only
Notes:



From (Mo./Yr.)	To (Mo./Yr.)	Job Title	Supervisor	Salary
Company		Location	Phone	
Reason for Leaving				
Description of Duties				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				
From (Mo./Yr.)	To (Mo./Yr.)	Job Title	Supervisor	Salary
Company		Location	Phone	
Reason for Leaving				
Description of Duties				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				
From (Mo./Yr.)	To (Mo./Yr.)	Job Title	Supervisor	Salary
Company		Location	Phone	
Reason for Leaving				
Description of Duties				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				

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EDUCATION

Institution	Name/Location	Years Completed	Field of Study	Graduate or Degree
High School				
College				
Graduate School				
Technical, Business or Other				

Are you currently enrolled in school? Yes No

Please attach resume to application (if applicable)

SKILLS AND QUALIFICATIONS

Other qualifications such as special skills, abilities, or honors that should be considered:

Types of computers, software, and other equipment you are qualified to operate:

Professional licenses, certifications, or registrations:

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REFERENCES

List three persons who are not related to you and who have a definite knowledge of your qualifications for the position for which you are applying.

Full Name	Address	Phone

If you accept employment with B & F, your driving record will be checked by B&F's auto insurance carrier. If there are traffic violations reported on your driving record, the insurance company may restrict you from driving any B & F vehicles. If you know of a reason the insurance company may refuse to insure you (i.e. DWI, speeding tickets, reckless driving, etc.), please list the dates and reason(s) below.

Are you under any obligation to a previous employer, through a covenant not to compete, or otherwise restricted in your acceptance of employment with a competitive firm? Yes No

If yes, please explain: _____

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THIS APPLICATION MUST BE SIGNED. PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING.

B & F Engineering, Inc. is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.

A false answer to any question in this application may be grounds for not employing you, or for dismissing you after you begin work. All information you provide will be considered in reviewing your application.

A criminal background check may be required to determine suitability for certain positions, and failure to meet those standards may cause the applicant to be rejected or terminated from that position.

I understand that I will be required to submit to urinalysis and/or blood drug screen test if an offer is extended for employment. I also understand that continued employment with B & F Engineering, Inc. is dependent on the results of the pre-employment drug screen test and any future alcohol and drug screens conducted by B & F Engineering, Inc.

I understand that I will be required to provide proof of eligibility to work in the United States pursuant to the Immigration Reform and Control Act of 1986 as a condition of employment.

I certify that the answers given by me to all the questions on this application are, to the best of my knowledge and belief, true and correct without reservations of any kind. I further affirm that I have not knowingly withheld any facts or circumstances that would materially affect this application. I authorize this company to verify any and all information contained in this application from former employers and others, and I release all concerned from any liability in connection with any information they give.

I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause.

Signature of Applicant

Date of Signature

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Notes:

I N T E R V I E W	
C O M M E N T S	

Interviewer(s)

Date

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Notes: