



PA 006771

Melhorn BUILDERS

710 S. York Road, Dillsburg PA 17019
(717)766-4804

we listen • we design • we build

www.melhornbuilders.com

Fax (717) 766-4804

Melhorn Builders Inc is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a company representative.

Please fill out all of the sections below:

Applicant Information

Applicant Name: _____

Address: _____ City, State and Zip Code: _____

Telephone Number: _____ Email Address: _____

Employment Position

Position(s) applying for: **Carpenter, Carpenter's Helper** (full time)

How did you hear about this position? _____

On what date can you start working if you are hired? _____

Do you have reliable transportation to and from work? _____

Hourly wage desired: _____

Personal Information

Are you 18 years of age or older? Yes No

Are you a U.S. citizen or approved to work in the United States? Yes No

What document can you provide as proof of citizenship or legal status?

Will you consent to a mandatory controlled substance test? Yes No

Do you have any condition which would require job accommodations? Yes No

If yes, please describe accommodations required below.

Have you ever been convicted of a criminal offense (felony or misdemeanor)? Yes No

If yes, please state the nature of the crime(s), when and where convicted and disposition of the case:

(Note: No applicant will be denied employment solely on the grounds of conviction of a criminal offense. The date of the offense, the nature of the offense, including any significant details that affect the description of the event, and the surrounding circumstances and the relevance of the offense to the position(s) applied for may, however, be considered.)

Job Skills/Qualifications

Please list below the skills and qualifications you possess for the position for which you are applying:

Education and Training

High School

Name	Location (City, State)	Year Graduated	Degree Earned

College/University

Name	Location (City, State)	Year Graduated	Degree Earned

Vocational School/Specialized Training

Name	Location (City, State)	Year Graduated	Degree Earned

Military:

Are you a member of the Armed Services? What branch? _____

How many years did you serve? What rank when discharged? _____

What military skills do you possess that would be an asset for this position? _____

Previous Employment

Employer Name: _____ Supervisor Name: _____

Job Title and/or tasks assigned: _____

Employer Address: _____ Phone: _____

Dates Employed: _____ Reason For Leaving: _____

Employer Name: _____ Supervisor Name: _____

Job Title and/or tasks assigned: _____

Employer Address: _____ Phone: _____

Dates Employed: _____ Reason For Leaving: _____

Employer Name: _____ Supervisor Name: _____

Job Title and/or tasks assigned: _____

Employer Address: _____ Phone: _____

Dates Employed: _____ Reason For Leaving: _____

References

Please provide 2 personal and professional reference(s) below:

Reference	Contact Information

Additional Information that would be relevant to an employment decision:

AT-WILL EMPLOYMENT

The relationship between you and the Melhorn Builders Inc is referred to as "employment at will." This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or the Melhorn Builders Inc. No representative of Melhorn Builders Inc has authority to enter into any agreement contrary to the foregoing "employment at will" relationship. You understand that your employment is "at will," and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you and either our Executive Vice-President/Chief Operations Officer or the Company's President.

Applicant Signature: _____

Dated: _____