

APPLICATION FOR EMPLOYMENT



Canby Excavating, Inc.
25361 S. Highway 99e
Aurora, Oregon 97002
Phone: 503-266-2792
Fax: 503-263-0109

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis.

Personal Information

Name: _____ Date: _____
Last First Middle

Current Address: _____
Street City State Zip

Contact info: _____
Home Phone Cell Phone E-mail

Referred by: _____ Are you 18 years of age or older? Yes No

Employment Desired

Position: _____ Available Start Date: _____ Desired Pay: _____

Are you employed now? Yes No If so, may we inquire of your employer? Yes No

Ever applied to this company before? Yes No When? _____

Education

	School Name/Location	Years	Degree Received/Subjects Studied
High School			
College			
Trade, Business or Correspondence			
Other			

General

Subjects of special study or skills useful to this company (typing, driver's license, etc.)

Employment History

List your last four employers, starting with the last one first

Employer (1)	Job Title	Dates Employed	
Work Phone	Reason for Leaving		
Address	City	State	Zip
Employer (2)	Job Title	Dates Employed	
Work Phone	Reason for Leaving		
Address	City	State	Zip
Employer (3)	Job Title	Dates Employed	
Work Phone	Reason for Leaving		
Address	City	State	Zip
Employer (4)	Job Title	Dates Employed	
Work Phone	Reason for Leaving		
Address	City	State	Zip

References

Name	Position	Phone	Years Acquainted

If you are to be hired by the company, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

AUTHORIZATION

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Company. I understand that any employment is conditioned on a background check. I authorize the Company to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment; character and general reputation to the Company, without giving me prior notice of such disclosure. In addition, I release the Company, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure. I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Company. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Company unless made in writing. If I am offered employment I agree to submit to a medical examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Company and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to the Company the results of the examination, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug test, and if I am hired a condition of my employment will be that I abide by the Company's Drug and Alcohol Policy. I understand that filling out this form does not indicate there is a position open and does not obligate the Company to hire. If hired, I agree to abide by all Company work rules, policies and procedures. The Company retains the right to revise its policies or procedures, in whole or in part, at any time.

Date:

Signature:

Please e-mail or fax this to Carolyn Green at:

carolyng@canbyex.com

503-263-0109