



721 Corporate Circle
Salisbury, NC 28147
Telephone 704 -310-5711
Fax 704-310-5713

Application for Employment

(Please Print)

Vertex Construction, LLC. is dedicated to the principles of Equal Employment Opportunity. It is Vertex Construction, LLC.'s policy to treat all employees equally without regard to race, religion, creed, color, age, gender, sexual orientation, marital status, national origin, citizenship, ancestry, physical or mental disability that does not prohibit performance of essential job functions or any other classes protected by Federal, State or local laws. Our Equal Employment Policy governs all aspects of employment, including selection, job assignment, compensation, promotion, discipline, termination and access of benefits and training.

I. Personal Information

Name: Last First Middle

Present Address

Permanent Address (if different than above)

Social Security Number Telephone

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity (valid driver's license, birth certificate, Green Card, etc.) within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

Position Applied For: _____

Is there any information we would need about your name or use of another name for us to be able to check your work record? _____

Please specify: _____

Do you have any relatives who are presently (or have formerly been) employed by Vertex Construction, LLC.?

How were you referred to Vertex Construction, LLC.? _____

Have you ever been convicted of a felony? ___ Yes ___ No If yes, please explain:

II. Educational History

School Name/Location	Years Completed	Degree/Diploma
Elem/Jr. High _____		
High School _____		
College _____		
Tech. Training _____		
Other _____		

3. _____
 Name Years Known

Address Telephone

Occupation

V. Work Availability

1. If your application receives favorable consideration, when will you be available to begin work?

2. Do you have any objection to working overtime? () Yes () No
3. Can you work overtime without prior notice? () Yes () No
4. Can you work on Saturday? () Yes () No
5. Can you work on Sunday? () Yes () No
6. Can you travel if required by this position? () Yes () No

VI. Salary / Hourly Rate Requirements

If your application receives favorable consideration, what salary/hourly rate would you require?

\$ _____ per _____

VII. North Carolina Driver's License

1. Do you have a valid North Carolina Driver's License () Yes () No
 If no, please explain _____
- _____

VIII. Applicant Statement

1. I certify the facts contained in this application and any other pre-employment documents are true and complete to the best of my knowledge. I understand, if employed, falsified statements on the documents shall be grounds for dismissal.
2. I authorize investigation of all facts contained in the pre-employment documents. I also authorize my references to give Vertex Construction, LLC. any and all information concerning my previous employment and any and all pertinent information they may have, and I release all parties from all liability for any damage that may result from furnishing such information to Vertex Construction, LLC.
3. I understand and agree that Vertex Construction, LLC. follows an employment-at-will policy and, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any prior notice for any reason whatsoever.
4. I understand and agree, if hired, I will be required to provide documentation, in accordance with the immigration reform and control act, demonstrating I am entitled to work in the United States as an employee of Vertex Construction, LLC.
5. I understand that to be considered for employment with Vertex Construction, LLC. I will be required to pass a pre-employment drug screening and I authorize the disclosure of the results to Vertex Construction, LLC.
6. I have read, understand and agree with the terms and conditions stated above.

Signature _____ Date _____