



NAME:
DATE OF BIRTH:
EMAIL:

INFORMATION APPLICATION

1. This application is valid for only 90 days. If you have not been employed within 90 days of your application, you must re-apply for a position.
2. Zachau Construction hires applicants solely based on merit. We do not discriminate on the basis of union affiliation, race, sex, color, age, national origin, disability, sexual orientation, or any other protected status.
3. No employee is required to pay dues to any labor organization to join our company.
4. We accept job applications only when we know there are jobs available and when we intend to fill position(s). When openings become available, we reserve the right to review applications on file and files of our lay-offs, prior to hiring. Applications remain on file for 90 days. It is the applicant's responsibility to keep our hiring personnel informed of his/her availability.
5. We do not accept group applications or photocopied forms. We hire based on personal contact with individuals, so that we can make sound business judgments as to the most qualified applicants.
6. Any applicant who falsifies misleads or omits information on the application is disqualified from being hired. If the employee has been hired before the falsification or omission is discovered, he or she is subject to immediate termination from employment.
7. We base our hiring decisions on a variety of factors, including skills and ability to perform the job, prior employment with us, employment references as to character and willingness to work, willingness to accept the offered salary, and personal interviews.
8. Full-time employees are expected to work only for us and must state that they will not be employed by any other employer while they work for us.
9. In the interest of maintaining a proper business environment and preventing interference with work and in-convenience to others, employees may not distribute literature or printed materials of any kind, sell merch-andise, solicit financial contributions, or solicit for any other cause during working time. Employees who are not on working time (e.g., those on lunch or breaks) may not solicit employees who are on working time for any cause or distribute any literature of any kind to them. Furthermore, employees may not at any time distribute literature or printed material of any kind in working areas.
10. Zachau Construction prohibits non-employees from distributing materials or soliciting employees in working areas or during working time, and prohibits distribution

11. By my signature below, I agree to the following:

- a. I consent to take any physical examination, including but not limited to tests for alcohol or drugs that may be requested by Zachau Construction (1) following an offer of employment and prior to commencement of work: (2) during the course of my employment, consistent with applicable law, including but not limited to the Americans With Disabilities Act. I further authorize any health care professional who performs such an examination or who has other information concerning my physical, mental or other medical status to release such information to Zachau Construction.
- b. I understand that any false or misleading or omitted statements made by me in connection with my application, or in responding to requests for information, can be sufficient grounds for my rejection as a candidate for employment or for my immediate termination from employment.
- c. I understand that any employment I might be offered by Zachau Construction is At-Will and of indefinite duration, and that either I or Zachau Construction can terminate that employment at any time with or without notice for any or no reason, and that no agreement to the contrary will be recognized by Zachau Construction, unless made in writing and signed by Drew Wing, of Zachau Construction. I also, understand that satisfactory completion of Zachau Construction's 60 Day Probationary Period will not change my status as an At-Will employee.
- d. I understand that Zachau Construction has a 60 DAY PROBATIONARY PERIOD. On Time Attendance is required. If you are convicted of a criminal act while employed at Zachau Construction, the status of your tenure is subject to end if the crime may have an effect on the operations of Zachau Construction. Appropriate Dress and proper Hygiene are requirements of employment. Theft and Time Card fraud are crimes and will result in prosecution and immediate termination of employment.
- e. I understand that none of Zachau Construction's practices or policies is to be construed as imposing any binding obligations on the Company, and that they are subject to change or deletion at any time.
- f. I hereby authorize Zachau Construction to contact my previous employers, educational institutions and other individuals or institutions concerning my employment, character, ability or experience, and I release from liability any person giving or receiving such information.
- g. I certify that all statements made on this application are true and complete and that I have withheld nothing. I understand that falsification, misrepresentation, and/or omission of facts may result in denial of employment or immediate dismissal.

SIGNATURE OF APPLICANT

DATE

PRINTED NAME OF APPLICANT



INVITATION TO QUALIFIED DISABLED VETERANS AND TO VERTERANS OF THE VIETNAM ERA

This employer is a government contractor subject to Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974 which requires government contractors to take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam era. If you are a disabled veteran covered by this program and would like to be considered under the affirmative action program, please tell us. This information is voluntary and refusal to provide it will not subject you to discharge or disciplinary treatment. Information obtained concerning individuals shall be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties of disabled veterans, and regarding necessary accommodations, and (ii) first aid personnel may be informed, when and to the extent appropriate, if the condition might require emergency treatment. In order to assure proper placement of all employees, we do request that you answer the following questions:employees in working areas or during working time, and prohibits distribution

1. NAME:
ADDRESS:
PHONE NUMBER:
2. CURRENT JOB OR JOB SOUGHT:
3. If you are a Vietnam Era Veteran, state your dates of service with the Armed Forces, the Branch of Service, and your military identification number.
4. If you have a disability which might effect your performance or create a hazard to yourself or others in connection with the job for which you are applying, please state the following:

The skills and procedures you use or intend to use to perform the job notwithstanding the disability.

The accommodations we could make which would enable you to perform the job properly and safely, including special equipment, changes in the physical layout of the job, elimination of certain duties relating to the job or other accommodations.

I hereby certify that the above information is true & correct.

SIGNATURE OF APPLICANT

DATE



EMPLOYMENT APPLICATION AN EQUAL OPPORTUNITY EMPLOYER

In conforming to applicable laws, Zachau Construction is an Equal Opportunity Employer. We hire applicants solely based on merit and do not discriminate on the basis of union affiliation, race, color, creed, religion, sex, age, marital status, national origin, disability, sexual orientation or any other protected status.

1. FULL NAME: _____
2. ADDRESS: _____
3. SOCIAL SECURITY NUMBER: _____ - _____ - _____
4. TELEPHONE NUMBER: DAY (____) _____ EVENING (____) _____
5. POSITION APPLIED FOR: _____ FULL TIME EMPLOYMENT _____
PART TIME EMPLOYMENT _____
6. SALARY DESIRED: \$ _____ DATE AVAILABLE TO START WORK: _____
7. HAVE YOU WORKED FOR ZACHAU CONSTRUCTION BEFORE? YES ____ NO ____
IF YES, LIST DATES AND TITLES: _____
8. HAVE YOU APPLIED FOR EMPLOYMENT WITH ZACHAU CONSTRUCTION BEFORE?
YES ____ (DATE) _____ NO ____
9. EDUCATION: ONLY JOB - RELATED EDUCATION WILL BE CONSIDERED.

NAME & LOCATION OF SCHOOL	LAST YEAR COMPLETED	DID YOU GRADUATE?	MAJOR COURSE DEGREE RECEIVED
HIGH SCHOOL	9 10 11 12	YES NO	_____
COLLEGE	1 2 3 4	YES NO	_____
TRADE / BUSINESS	1 2 3 4	YES NO	_____
OTHER	1 2 3 4	YES NO	_____

PLEASE EXPLAIN FULLY ANY GAPS IN YOUR EDUCATIONAL HISTORY



10. LIST ANY SPECIAL EXPERIENCES, QUALIFICATIONS OR SKILLS YOU HAVE THAT YOU BELIEVE WOULD HELP YOU TO DO THE JOB APPLIED FOR:

11. LIST ANY SPECIAL LICENSES OR CERTIFICATIONS YOU HAVE THAT YOU BELIEVE WOULD HELP YOU DO THE JOB APPLIED FOR: (LIST LICENSING AUTHORITY, LICENSE NUMBER, AND DATE OF LICENSE FOR EACH)

12. LIST ANY EXPERIENCE YOU HAVE IN OPERATING BUSINESS OR INDUSTRIAL EQUIPMENT THAT YOU BELIEVE WOULD BE USEFUL IN THE JOB APPLIED FOR:

13. PRIOR EMPLOYMENT: (GIVE THE FOLLOWING INFORMATION FOR ALL PRESENT AND PREVIOUS EMPLOYERS, BEGINNING WITH THE MOST RECENT)
EMPLOYER'S NAME ADDRESS, & PHONE, DATES OF EMPLOYMENT, JOB TITLE, WERE YOU DISCIPLINED? (WARNINGS, SUSPENSION, DISCHARGE), REASON FOR LEAVING.

PLEASE EXPLAIN FULLY ANY GAPS IN YOUR EMPLOYMENT HISTORY:



14. HAVE YOU EVER BEEN DISCIPLINED, TERMINATED, OR ASKED TO RESIGN FROM PRIOR EMPLOYMENT? IF YES, PLEASE EXPLAIN:

15. DO YOU KNOW OF ANY REASON WHY YOU CANNOT PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB FOR WHICH YOU ARE APPLYING WITH OR WITHOUT REASONABLE ACCOMMODATIONS?

YES _____ NO _____

PLEASE DESCRIBE ANY ACCOMMODATIONS REQUIRED:

16. DO YOU HAVE A VALID DRIVER'S LICENSE? YES ____ NO ____ IF YES, STATE ____ LICENSE #: _____

PLEASE LIST ALL TRAFFIC VIOLATIONS AND ACCIDENTS FOR THE LAST 10 YEARS.

HAS YOUR DRIVER'S LICENSE EVER BEEN REVOKED? YES _____ NO _____

IF YES, PLEASE EXPLAIN IN FULL DETAIL:



PLEASE READ BEFORE SIGNING

I hereby certify that all statements/information contained on this application for employment is true and complete and that I have withheld nothing. I understand that falsification, misrepresentation, or omission of facts may result in denial of employment or dismissal.

I authorize, Zachau Construction Inc., to contact all sources necessary to verify this information, including but not limited to my employment history, driving record, criminal record, credit history, and other reports, and will include information regarding my character, work habits, performance and experience, including reasons for termination of past employment.

I understand, further, that Zachau Construction Inc., may be requesting information from various federal, state, and other agencies that maintain records concerning my past activities relating to my driving, credit, criminal, and other experiences, as well as claims involving me in the files of insurance companies. I further authorize these persons, agencies, or entities that Zachau Construction Inc., contacts in connection with my employment application to fully provide any information on any matters set forth herein without limitation, and I specifically waive claims for defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might have against Zachau Construction Inc., its agents and officials, or any provider of information.

I understand that any misstatement or omission is cause for Termination should I be employed. I understand that if employed, I will furnish proof of age by a birth certificate and any license that is required to perform my job. I understand that my employment is terminable at will, having no specific duration, that this is not an employment contract, and that I may be terminated by Zachau Construction Inc., at any time without liability for wages or salary except that earned at date of termination.

I, also, understand, in the event of employment by Zachau Construction, my employment is for no stated term and is subject to termination at will of Zachau Construction. All company policies must be carefully read and reviewed once employed by Zachau Construction. Zachau Construction is an equal opportunity employer. In the event you are no longer employed at Zachau Construction, all benefits and obligations cease at that time including vacation.

SIGNATURE OF APPLICANT

DATE

PRINTED NAME OF APPLICANT

