



Application for Employment

PERSONAL INFORMATION

Full Name: _____
(First) (Middle) (Last)

Address: _____
(Street) (City) (State) (Zip)

Social Security Number: _____ Phone # _____

Email: _____ Alt Phone # _____

Are You Legally Eligible for Employment in the United States? _____

APPLICANT INFORMATION

Position Applying For: _____ Salary Desired: _____

Date Available for Work: _____

Have you previously been employed by HilArk and/or HilBilt? _____

***If "YES", what position and when? _____

Where did you hear about this employment opportunity? _____

EDUCATION

High School or Equivalent: _____

Location: _____

Graduated Year (or Years Completed): _____ Diploma: YES -or- NO
Circle One

College or Business/Trade School: _____

Location: _____

Graduated Year (or Years Completed): _____ Degree: YES -or- NO
Circle One

WORK EXPERIENCE

Job Title: _____ Employment Dates: _____
(Start) (End)

Name of Employer: _____

Address: _____
(Street) (City) (State) (Zip)

Supervisor: _____ Phone: _____

Job Duties / Responsibilities: _____

Salary: _____ May we contact this employer? _____
(Start) (End)

WORK EXPERIENCE (CONT)

Job Title: _____ Employment Dates: _____
(Start) (End)

Name of Employer: _____

Address: _____
(Street) (City) (State) (Zip)

Supervisor: _____ Phone: _____

Job Duties / Responsibilities: _____

Salary: _____ May we contact this employer? _____
(Start) (End)

Job Title: _____ Employment Dates: _____
(Start) (End)

Name of Employer: _____

Address: _____
(Street) (City) (State) (Zip)

Supervisor: _____ Phone: _____

Job Duties / Responsibilities: _____

Salary: _____ May we contact this employer? _____
(Start) (End)

Job Title: _____ Employment Dates: _____
(Start) (End)

Name of Employer: _____

Address: _____
(Street) (City) (State) (Zip)

Supervisor: _____ Phone: _____

Job Duties / Responsibilities: _____

Salary: _____ May we contact this employer? _____
(Start) (End)

Job Title: _____ Employment Dates: _____
(Start) (End)

Name of Employer: _____

Address: _____
(Street) (City) (State) (Zip)

Supervisor: _____ Phone: _____

Job Duties / Responsibilities: _____

Salary: _____ May we contact this employer? _____
(Start) (End)

Please describe your level of experience with any of the following:

Welding: _____ Fabrication: _____
Painting: _____ Hydraulics: _____
Forklift: _____ Overhead Crane: _____
Parts / Inventory: _____
Additional Relevant Skills: _____

ADDITIONAL PERSONAL INFORMATION

Drivers License Number: _____ State Issuing License: _____

List all traffic violations within the past 5 years which resulted in a conviction or guilty plea:

Have you ever been convicted of a crime, excluding misdemeanors? _____

If "Yes" provide date(s), location(s) and disposition of the case: _____

****Note: A conviction of a crime is not an automatic bar to employment with HilArk.
All circumstances will be carefully considered.*

PROFESSIONAL REFERENCES

Please provide up to three professional references, not related to you, that we may contact

Name: _____ Organization: _____

Relationship: _____ Years Known: _____

Phone Number: _____ Email Address: _____

Name: _____ Organization: _____

Relationship: _____ Years Known: _____

Phone Number: _____ Email Address: _____

Name: _____ Organization: _____

Relationship: _____ Years Known: _____

Phone Number: _____ Email Address: _____

TERMS OF CONSIDERATION

In making this application for employment an investigative consumer report may be prepared whereby information is obtained through personal interviews with your neighbors, friends or other acquaintances. Such an inquiry would include information as to character, general reputation, personal characteristics and mode of living. You have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation.

I authorize you to communicate with persons listed as references, former employers and any others whom you desire to check. I agree to hold such persons harmless with respect to any information they may provide regarding my prospective employment.

If employed, I agree to engage in no outside activity which would involve a material conflict of interest with, or which could reflect adversely on HilArk Industries. I understand this decision is to rest with HilArk.

If employed, I agree to hold in strictest confidence any information concerning HilArk, its' Insureds and its' Agents which may come to my knowledge.

In consideration of my employment, if I am employed, I agree to conform to the employment policies of HilArk and I understand that my employment and compensation can be terminated, with or without notice, at any time, at the option of either the company or myself. I understand that completion of this Application for Employment does not guarantee that I will be employed by HilArk Industries.

I hereby affirm that my answers to these statements and questions are true and correct to the best of my knowledge. I have not knowingly withheld any fact or circumstances that would, if disclosed, affect my application unfavorably. I understand that any misrepresentation, deception or false statement made in this Application for Employment may result in my not being considered for employment and if not discovered by HilArk until after employment is grounds for and may result in my immediate termination.

I understand that HilArk requires the successful completion of a urinalysis for drug testing purposes as a condition of employment. By submitting this Application for Employment I hereby consent to drug testing at the company's discretion.

Signed: _____ Date: _____
(Applicant)

Reviewed: _____ Date: _____
(HilArk Representative)