



601 NE 6th St.
 Pocahontas, Iowa 50574
 712-335-8004 or 712-358-1125
 Email Addresses:
aschoon41@gmail.com
schoonexcavatinghr@gmail.com

Employment Application

Applicant Information

Full Name: _____ Date of Birth: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Social Security No.: _____ Date Available to Start: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Driver's License Information: State: _____ Number: _____

Schedule Availability

Check all that apply.

Monday:	Tuesday:	Wednesday:	Thursday:	Friday:	Saturday:
AM PM	AM PM	AM PM	AM PM	AM PM	AM PM
<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

Other schedule information we should know about before hiring you:

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Specialized Skills

- Loader/Backhoe Skid Loader Bulldozer Mini Excavator
- Excavator Other _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

VOLUNTARY SURVEY

Schoon Excavating & Farm Drainage Inc. is required by state and federal laws to furnish statistical data and to maintain records of certain population characteristics of those applying for jobs with us, the information you supply will be used for statistical purposes only. If you are offered employment with Schoon Excavating & Farm Drainage Inc. it will not be used as employment criteria. Schoon Excavating & Farm Drainage Inc. is an equal employment opportunity employer supporting diversity in the workplace. Thank you for your cooperation.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

I understand that this application for employment and any other company documents are not contracts and that any individual who is hired retains the right to terminate their employment at any time for any reason. Schoon Excavating & Farm Drainage Inc. retains a similar right. No policy or practice of Schoon Excavating & Farm Drainage Inc. should be construed to change this relationship. Only corporate officers have the right to modify or change this practice, and such action must be in writing.

I understand that any offer of employment is contingent upon the successful completion of both a drug and alcohol test.

I grant permission to Schoon Excavating & Farm Drainage Inc. to conduct an investigation and to solicit information as to my education, employment history, driving record, criminal background as well as my character and general reputation.

I certify that all statements made by me on this application are true and correct to the best of my knowledge I understand that any false, inaccurate or omitted statements of fact could be cause for rejection of my application or termination of my employment at any time.

I have read, understand and consent to these statements.

Signature: _____ Date: _____