

Paramount Designs, Inc / PDI Construction

Application for Employment

IMPORTANT: PLEASE TYPE OR PRINT CLEARLY. FOR CONSIDERATION, ANSWER COMPLETELY AND ACCURATELY. DO NOT REFERENCE RESUME IN LIEU OF ANSWERING A QUESTION ON THIS APPLICATION. IF DUE TO A DISABILITY YOU REQUIRE AN ACCOMMODATION TO COMPLETE THE APPLICATION PROCESS, PLEASE LET US KNOW WHAT ACCOMMODATION YOU REQUIRE.

POSITION APPLIED FOR:

(WE CAN ONLY ACCEPT APPLICATIONS FOR OPEN POSITIONS)

GENERAL INFORMATION

Name	Telephone
Current Address	Alternate Telephone
Are any of your relatives currently employed by Paramount Designs, Inc / PDI Construction? If so, give names and relationships.	Have you ever been employed by Paramount Designs, Inc / PDI before? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, give dates; and name if different at that time.
Have you ever been convicted of a Felony? Yes <input type="checkbox"/> No <input type="checkbox"/> (Felony conviction will not necessarily disqualify you for employment)	How were you referred to Paramount Designs, Inc / PDI Construction? Newspaper <input type="checkbox"/> Agency <input type="checkbox"/> Friend/Relative <input type="checkbox"/> Other _____
Are you 18 years of age or older? Yes <input type="checkbox"/> No <input type="checkbox"/>	Are you legally authorized to work in the U.S.? Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have a current Arizona Driver License? Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you have a medical card? Yes <input type="checkbox"/> No <input type="checkbox"/>
Is it a "Commercial Driver License" (CDL)? Yes <input type="checkbox"/> No <input type="checkbox"/>	If required, are you able to lift up to 60 pounds? Yes <input type="checkbox"/> No <input type="checkbox"/>

EDUCATION AND TRAINING

Note: Certified transcripts of degrees and/or coursework may be required upon conditional offer of employment.

Schools	Name	City, State	Number Years Attended	Graduated? Yes / No	Degree	Major
High School						
College						
College						
Graduate						
Vocational						
Other						

MILITARY SERVICE

Have you served in the U.S. Armed Forces? Yes No Date of Service _____ Honorable Discharge? Yes No

Branch _____ Final Rank _____ Special Training _____

OTHER TRAINING

List any other special courses, training or certification you have completed and any professional/trade groups or organizations to which you belong that are relevant for the job for which you applied.

Type	Dates	Comments

List office or other equipment you can operate that may be relevant to the position for which you are applying:

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EMPLOYMENT HISTORY

Account for at least 10 years, if applicable. Begin with your current or most recent employer. Please be complete and specific and type or print clearly. Do NOT answer "See Resume" in lieu of completing this section. We cannot evaluate information that is not included here. You are welcome to attach a resume or additional sheets to provide more information, if desired.

NAME OF EMPLOYER

Telephone

Address

Employment Dates (month/year) From To

Title of Position

Salary (start/end)

Name of Supervisor

Name of Other Supervisor/Reference

Reason for desiring change or leaving

Description of duties:

NAME OF EMPLOYER

Telephone

Address

Employment Dates (month/year) From To

Title of Position

Salary (start/end)

Name of Supervisor

Name of Other Supervisor/Reference

Reason for desiring change or leaving

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Reason for desiring change or leaving

Description of duties:

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REFERENCES

List at least 3 personal or professional references in addition to those included in your employment history section. Please indicate the nature of your association with each individual listed. You may attach a sheet with additional references, if you wish.

Name	Title	Telephone	Nature of Association
1.			
2.			
3.			

OTHER INFORMATION

Please use the space below to provide any other information which you feel is relevant to your qualifications for the position for which you are applying.

PLEASE READ CAREFULLY BEFORE SIGNING THIS FORM

1. Regardless of whether or not I become employed by Paramount Designs, Inc / PDI Construction, I recognize that this application is not and should not be considered a contract of employment. I understand that employment at Paramount Designs, Inc / PDI Construction is on an at-will basis, and that my employment may be terminated with or without cause, and without notice, at any time, at my own option or at the option of Paramount Designs, Inc / PDI Construction. I further understand that no employee or representative of Paramount Designs, Inc / PDI Construction, with the exception of the President and Chief Executive Officer, has the authority to enter into a contract regarding duration or terms and conditions of employment, and then only by means of a signed written document.
2. I authorize Paramount Designs, Inc / PDI Construction to contact any or all of my former employers or any of the references I have provided for the purpose of verifying any information I have provided, and/or for the purpose of obtaining any information, whether favorable or unfavorable, about me or my employment with any former employer, except as noted below (if none, write NONE):

3. I understand that misrepresentations of any material fact by me in this application or its attachments may result in denial of employment, or upon subsequent discovery, immediate termination of employment.
4. I recognize that any offer of employment may be conditioned upon satisfactory results of a post-offer medical examination, including Drug Screening; and, in the event that the position requires driving in the course of job duties, on verification of a satisfactory driving record.
5. I understand that any offer of employment is contingent upon my ability to provide the documentation required by the Immigration Reform and Control Act of 1986, et seq., to substantiate that I am legally authorized to work in the United States.

Applicant Signature

Date

PARAMOUNT DESIGNS, INC / PDI CONSTRUCTION DOES NOT DISCRIMINATE AGAINST ANY EMPLOYEE OR APPLICANT BECAUSE OF RACE, RELIGION, CREED, NATIONAL ORIGIN, OR COLOR.

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INTERVIEWER COMMENTS (FOR OFFICE USE ONLY)

Interviewer: _____ Date: _____

Interviewer: _____ Date: _____

Interviewer: _____ Date: _____
