

HGR General Contractors, LP

13244 CR 285

Tyler, TX 75707

(903) 566-1314 (Voice)
 (903) 566-0541 (Fax)
 abrown@hgrgc.com (email)

Application for Employment

Date: _____

Employee Name: _____ (Middle) _____ (Last) _____ (Suffix) _____
 Street Address: _____ Telephone No. _____
 _____ Mobile Phone No. _____
 City, State, Zip Code: _____

Position Desired: _____

Date Available to Start: _____

Salary Desired: _____

If hired, can you provide proof that you are eligible to work in the United States? Yes No

If hired, can you provide proof that you are over 18 years of age? Yes No

Have you ever been convicted of or pled guilty to a felony? Yes No

If "Yes", explain below: (An answer of "Yes" will not necessarily disqualify you from consideration for employment.)

Education and Skills

Education:

School Name/Type	School Address	Major/Degree:	Graduate?		Graduation Date (MM/YYYY)
			Yes	No	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	

List any skills, training, awards, etc., including any educational, vocational, professional, military or other information that you wish to include which may be helpful during consideration of your application:

Employment History and References

Employment History: (Please list most recent employer first. Attach additional pages as needed.)

Company Name:	Street Address:		
City:	State:	Zip:	Phone:
Supervisor Name:	May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Supervisor Title:	Starting Salary:	Ending Salary:	
Position:	Start Date:	End Date:	
Responsibilities:			
Reason for Leaving:			

Company Name:	Street Address:		
City:	State:	Zip:	Phone:
Supervisor Name:	May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Supervisor Title:	Starting Salary:	Ending Salary:	
Position:	Start Date:	End Date:	
Responsibilities:			
Reason for Leaving:			

Company Name:	Street Address:		
City:	State:	Zip:	Phone:
Supervisor Name:	May we contact this employer? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Supervisor Title:	Starting Salary:	Ending Salary:	
Position:	Start Date:	End Date:	
Responsibilities:			
Reason for Leaving:			

References: (Please list professional references before personal references.)

Name:	Address:	Phone:	Relationship:

Signature: _____ Date: _____

**APPLICANT
AUTHORIZATION AND RELEASE**

I, _____, wish to be considered for employment with HGR General Contractors (HGR). I hereby authorize HGR to inquire about and verify all statements contained in my employment application and to obtain information concerning my qualifications as a prospective employee. Further, I authorize HGR to contact each of my former employers and the references listed herein. I also authorize each of my former employers and the references listed herein to give HGR any and all information concerning my previous employment and any pertinent information they may have regarding my work performance, whether such information is favorable or unfavorable to me. I hereby fully release all such persons and entities from all liability with respect to furnishing such information to HGR, and waive any claims I may have against them with respect to the release of such information.

I also authorize HGR to release such employment information as necessary to those employees and agents of HGR who require such information to investigate or to make a decision with respect to any matter pertaining to my employment.

I acknowledge that I have read this authorization and release, fully understand it and voluntarily agree to its provisions.

Dated .. _____

Applicant's Printed Name

Applicant's Signature

EMPLOYMENT BACKGROUND CHECK DISCLOSURE, VEHICLE RECORDS CHECK AND AUTHORIZATION

Drug and Alcohol Testing Compliance Services (DATCS) ("Company") may obtain information about you from ClearStar Logistics, Inc., PO Box 1003, Cumming, GA 30028, 877-796-2559, or another third-party consumer reporting agency, for employment purposes, including without limitation, for the purpose of evaluating you for employment, promotion, reassignment and retention as an employee, at any time prior to or during your employment, if applicable, and without giving you any further notice. Thus, you may be the subject of a background check, also known as a "consumer report" and/or an "investigative consumer report," which may include information about your character, general reputation, personal characteristics, and/or mode of living. These reports may contain, without limitation, all or some of the following types of information about you: credit history, social security number verification, address and alias history, personal references, professional references, employment history, educational history, licenses, certifications, motor vehicle records, driving records, criminal history, and civil court record history. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the applied-for position. You have the right to know whether a consumer report has been obtained about you; and you have the right to request a copy of any report obtained by Company, a copy of "A Summary of Your Rights Under the FCRA," and a complete and accurate written disclosure of the nature and scope of any investigative consumer report obtained by Company. An investigative consumer report is information on an individual's character, general reputation, personal characteristics, or mode of living is obtained through a personal interview with an information source. The nature and scope of the most common form of investigative consumer report obtained for employment purposes is an interview with a reference, employer, coworker, supervisor, or customer.

New York and Maine residents only: You have the right to inspect and receive a copy of any investigative consumer report requested by Company by contacting the consumer reporting agency identified above directly. You may contact the Company to request the name, address and telephone number of the nearest unit of the consumer reporting agency designated to handle inquiries, which the Company shall provide within 5 days.

New York residents only: Upon request, you will be informed whether or not a consumer report was requested by Company, and if such report was requested, informed of the name and address of the consumer reporting agency that furnished the report. By signing below, you acknowledge receipt of Article 23-A of the New York Correction Law.

Oregon residents only: Information describing your rights under federal and Oregon law regarding consumer identity theft protection, the storage and disposal of your credit information, and remedies available should you suspect or find that the Company has not maintained secured records will be provided upon request.

Washington State residents only: You have the right to request from the consumer reporting agency a written summary of your rights and remedies under the Washington Fair Credit Reporting Act.

AUTHORIZATION

I acknowledge receipt of the Background Check Disclosure and A Summary of Your Rights Under the FCRA, and certify that I have read and understand both documents. I hereby authorize Company to obtain background check information, including consumer reports and investigative consumer reports, about me from ClearStar Logistics, Inc., or another third-party consumer reporting agency, for employment purposes, including without limitation, for the purpose of evaluating you for employment, promotion, reassignment and retention as an employee, at any time prior to or during my employment, if applicable, and without giving me any further notice. To this end, I hereby authorize, without reservation, any credit bureau, creditor, employer, coworker, supervisor, customer, institution, school, college, university, license or certificate granting entity, state department of motor vehicles, state department of revenue, court, governmental agency, law enforcement agency, information service bureau, insurance company, other record-keeping agency, person, administrator, organization, company, corporation, entity, and any other information source, to furnish any and all background information requested by ClearStar Logistics, PO Box 1003, Cumming, GA 30028, 877-796-2559, www.clearstar.net, another third-party acting on behalf of Company, and/or Company itself, and regardless of whether the requested information was received from another source. I agree that a copy of this Authorization shall be as valid as the original.

First: _____ Middle: _____ Last: _____ Maiden _____

Current Address: _____ City: _____ State: _____

County: _____ Zip: _____ Date of Birth: (month/day/year): _____

SSN: _____ Driver's License#: _____ CDL Yes/No _____ State Issued: _____

Phone: _____ Prospective Employer: HGR GENERAL CONTRACTORS Store# (if applicable) _____

Authorization Signature: _____ Date: _____