



NOTE: HAYHOE ASPHALT REQUIRES PRE-EMPLOYMENT DRUG TESTING AND A BACKGROUND CHECK PRIOR TO AN OFFER OF EMPLOYMENT.

Personal Information			
Last Name	First Name	Middle Name	Today's Date
Street Address	City	State	Zip Code
Phone: (____) _____ - _____		Are you a United States Citizen or legally eligible to work in the U. S.? ____ Yes ____ No	
Are you 18 or over? ____ Yes ____ No			
Title of Position Applying For			Date Available to Work
<p>Have you ever been convicted of a felony? ____ Yes ____ No An answer of "yes" will not automatically disqualify you from consideration, however falsification of information will jeopardize any offer of employment.</p> <p>What is your desired wage? _____</p>			
Driver's License Information			
Do you have a valid driver's license? ____ Yes ____ No			
If yes, what state issued the license? _____ Exp. Date _____			
License # _____			
Do you have a Chauffer's License? ____ Yes ____ No			
Do you have a valid CDL? ____ Yes ____ No			
If yes, what class? _____			
If yes, have you had any vehicle accidents in the last three years? ____ Yes ____ No			
Have you had any traffic convictions in the last three years? ____ Yes ____ No			
If yes, please describe:			
Has your license ever been suspended or revoked? ____ Yes ____ No			
If yes, please describe:			

Equipment Operation

Do you have experience operating any equipment utilized in site prep and/or asphalt paving? ____ Yes ____ No

If yes, please describe equipment and years of experience:

Vehicle Operation

If you have a CDL, please describe the type of trucks and trailers you have driven and years of experience:

Education

Highest level of education completed (circle one): Some high school GED High School College

Additional training/certifications/special skills:

Employment History Please provide the following information for your previous three employers, beginning with the most recent: (Please attach an additional page if necessary, do not use "see attached resume".)

Employer:	Dates Employed: From _____ To _____	Job Title:
Address:		
Telephone:	Job Duties:	
Pay Rate Start: Finish:		
Reason for Leaving:		

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Address:		
Telephone:	Job Duties:	
Pay Rate Start: Finish:		
Reason for Leaving:		

Describe your qualifications for the type of employment you are seeking: (Please include skills, special training, etc.)

Is there any other information you would like to share regarding this application?

References Please list names of supervisors, managers, or others who can comment directly on your abilities:				
Name	Address	Phone #	Relationship/Occupation	Years Known

Hayhoe Asphalt is an Equal Opportunity Employer. It is the policy of Hayhoe Asphalt not to discriminate in employment matters on the basis of race, creed, color, age, marital status, national origin, sex, or status with regard to public assistance or disability.

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if employed, false statements on this application shall be considered sufficient cause of dismissal. You are hereby authorized to make investigation of my personal references.

Signature of Applicant

Date

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION

Hayhoe Asphalt Paving, LLC (“the Company”) may obtain information about you for employment/volunteer or contractor purposes from a third party consumer reporting agency. Thus, you may be the subject of 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, and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records (“driving records”), verification of your education or employment history, or other background checks. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. You have the right, upon proper request to request whether a consumer report has been run about you, and disclosure of the nature and scope of any investigative consumer report and to request a copy of your report. Please be advised that the consumer report” and/or “investigative consumer report” will be conducted by Aurico Reports Inc., 116 W. Eastman St., Arlington Heights, Illinois, 60004, (844) 220-6741, www.aurico.com, or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

Signature: _____

Date: _____

ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” by the Company at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by Aurico Reports Inc., 116 W. Eastman St., Arlington Heights, Illinois, 60004, (844) 220-6741, www.aurico.com, another outside organization acting on behalf of the Company, and/or the Company itself. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

<p><u>New York and Maine applicants, volunteers, contractors or employees only:</u> You have the right to inspect and receive a copy of any investigative consumer report requested by the Company by contacting the consumer reporting agency identified above directly. You may also 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.</p>
<p><u>New York applicants, volunteers, contractors or employees only:</u> Upon request, you will be informed whether or not a consumer report was requested by the 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 also acknowledge receipt of Article 23-A of the New York Correction Law.</p>
<p><u>Oregon applicants, volunteers, contractors or employees only:</u> 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 is available to you upon request.</p>
<p><u>Washington State applicants, volunteers, contractors or employees only:</u> You also 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.</p>
<p><u>Minnesota and Oklahoma applicants, volunteers, contractors or employees only:</u> Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company. <input type="checkbox"/></p>
<p><u>California applicants, volunteers, contractors or employees only:</u> By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report at no charge if one is obtained by the Company whenever you have a right to receive such a copy under California law. <input type="checkbox"/></p>

Signature: _____ **Date:** _____

BACKGROUND INVESTIGATION

PLEASE PRINT NEATLY AND MAKE SURE THE PRINTING IS LEGIBLE

First Name: Middle Name: Last Name:

Maiden Name: Date Changed:

Other last names used: Date Changed:

Other last names used: Date Changed:

Other last names used: Date Changed:

List all cities and states where you have lived for the past 7 years - Attach additional sheet if necessary

Street	City	County	State	ZIP	How Long?
Current:					
2:					
3:					
4:					

Present Phone Number (with area code): Social Security Number:

Date of Birth* (MM/DD/YYYY):

Driver's License Number: Driver's License State:

*This information will be used for background screening purposes only and will not be used as hiring criteria.