

EDUCATION

	Name and Address of School	Course of Study	Dates Attended	Diploma/ Degree
Elementary School				
High School				
Undergraduate/ College				
Graduate/ Professional				
Special Training/ Other				
INDICATE ANY FOREIGN LANGUAGES YOU CAN SPEAK, READ AND/OR WRITE				
	FLUENT	GOOD	FAIR	
SPEAK				
READ				
WRITE				

Describe any specialized training, apprenticeship, skills and extracurricular activities.

Describe any job-related training received in the United States Military.

List three (3) personal references. Please do not list relatives.

1. _____

(Name)
(Relationship)
(Telephone)

(Address)

2. _____

(Name)
(Relationship)
(Telephone)

(Address)

3. _____

(Name)
(Relationship)
(Telephone)

(Address)

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experience.

SPECIAL SKILLS

List Skills/Equipment Operated

Type of Equipment

Years Experience

List professional, trade, business or civic activities and offices held.

You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.

State any additional information you may feel may be helpful to us in considering your application.

EMPLOYMENT HISTORY

Be specific. Please list employment history, from present to past in chronological order. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, disabilities or other protected status.

<i>Employer</i>		Dates Employed		Work Performed
		<small>From</small>	<small>To</small>	
<i>Address</i>		Hourly Rate/ Salary		
		<small>Starting</small>	<small>Final</small>	
<i>City</i>	<i>State</i>	<i>Zip</i>		
<i>Telephone Number(s)</i>				
<i>Job Title</i>	<i>Supervisor Name</i>			
<i>Reason for leaving</i>				
<i>Employer</i>		Dates Employed		Work Performed
		<small>From</small>	<small>To</small>	
<i>Address</i>		Hourly Rate/ Salary		
		<small>Starting</small>	<small>Final</small>	
<i>City</i>	<i>State</i>	<i>Zip</i>		
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<i>Job Title</i>	<i>Supervisor Name</i>		
<i>Reason for leaving</i>			

If you need additional space, please continue on a separate sheet of paper.

APPLICANT'S STATEMENT

This application for employment shall be active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with Texas Crane Services is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of Texas Crane Services.

I authorize Texas Crane Services to perform a complete background investigation to include Social Security Trace/ Verification, Criminal Background Check, Workers Compensation History and Motor Vehicle Record for the purpose of pre-employment evaluation and for continuing employment. This authorization shall remain in force until revoked by me in writing.

IN THE EVENT OF EMPLOYMENT, I UNDERSTAND THAT FALSIFICATION OF ANY ANSWER OR INFORMATION CONTAINED IN THIS APPLICATION WILL BE GROUNDS FOR IMMEDIATE DISCHARGE. I UNDERSTAND, ALSO, THAT I AM REQUIRED TO ABIDE BY ALL RULES AND REGULATIONS OF TEXAS CRANE SERVICES.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A description of the activities in such job or occupation is attached.

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

Signature of Applicant

Date

FOR PERSONNEL DEPARTMENT USE ONLY

Arrange Interview yes no

Remarks _____

Interviewer

Date

DISCLOSURE FOR EMPLOYMENT PURPOSES
BACKGROUND AND REFERENCE INVESTIGATION AUTHORIZATION

As part of its due diligence procedures, _____
(Hereafter referred to as “Company”) requires that a background investigation and a check of references be conducted. The objectives of the investigation are to verify information provided during the application process, investigate references and identify factors that might be inconsistent with “Company” employment requirements.

The Fair Credit Reporting Act requires that you must be notified prior to obtaining information about you. You are hereby notified that reports will be obtained to determine that you meet “Company” requirements for employment.

The “Company” has notified me that reports will be obtained regarding me pursuant to my application being submitted to the “Company”.

Please print your name, sign and date this Disclosure.

Printed Name _____

Signature _____

Date _____

RELEASE/DISCLOSURE FOR EMPLOYMENT PURPOSES

BACKGROUND AND REFERENCE INVESTIGATION AUTHORIZATION

As part of its due diligence procedures, _____ (Hereafter referred to as "Company") requires that a background investigation and a check of references be conducted. The objectives of the investigation are to verify information provided during the application process, investigate references and identify factors that might be inconsistent with "Company" employment requirements.

I, _____, give Company, and/or Stewart Business Information permission and authority to conduct a due diligence investigation and reference check into my past and current activities, I understand and consent to an investigation that may include, but is not limited to, information as to my personal character, general reputation, verification of previous employment and employment references, verification of education, credit history, motor vehicle driving record, social security wage information, criminal records and other information contained in public records.

I authorize and request any Former Employers, Schools, Police Departments, States, Cities and Counties or any other Person to furnish Company and /or Stewart Business Information designees information concerning:

My Work Habits	Character	Criminal Record	Social Security Information
Reason for Termination	Reputation	Driving Record	Credit History
Salary History	*Worker Comp Claims	Education History	Transcripts

And all other relevant information requested by the company.

I HEREBY RELEASE ALL PERSONS, COMPANIES, CORPORATIONS, SCHOOLS, OR INDIVIDUALS FROM ALL LIABILITY AND RESPONSIBILITY THAT MAY RESULT FROM PROVIDING COMPANY AND/OR STEWART BUSINESS INFORMATION WITH SUCH INFORMATION AS REQUESTED.

I understand that if hired, my employment is for no definite period of time, consistent with state law, and may be terminated with or without cause and with or without notice, at any time, at the option of either Company or myself. No employee representative, manager, official or supervisor of Company, other than the president or vice president of Company, has any authority to enter into any agreement for employment for a specified period of time or make any agreement relative to employment that is contrary to the foregoing. Any such employment agreement will be in writing, signed by the designated officer and clearly specifying its term.

If I am not hired due to information contained in the background screen report, I will be notified in writing and a copy of the said report will be supplied to me with a written summary of my rights under the Fair Credit Reporting Act of 1970 as amended in 1996.

_____	_____	
Applicants Name	Social Security Number	
_____	_____	
Current Street Address	City, State and Zip Code	
_____	_____	
Driver's License Number	State	_____
		**Date of Birth
_____	_____	_____
Signature		Date

***Subject to the Americans with Disabilities Act of 1990 (ADA)**

****The Age Discrimination in Employment Act of 1967(ADEA) prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age.**

STEWART BUSINESS INFORMATION clients are granted permission to make additional copies of this form.