

We build green. We build quality.

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EMPLOYMENT APPLICATION

Bowman Constructors is an Equal Opportunity employer and complies with all applicable Federal, State and local laws concerning discrimination in employment. No question in this Application is intended to elicit information in violation of any such law nor will any information obtained in response to any question be used in violation of any such law.

Bowman Constructors complies with the law regarding reasonable accommodations for disabled applicants. Applicants who require reasonable accommodations to participate in the interview process should contact the Human Resources Representative to arrange for such accommodation.

Please read this Application carefully and print your response in ink or use a typewriter. You may submit a personal résumé to accompany this Application; however, it is important for you to answer all questions and complete all sections of this Application. We will retain your completed Application in our active files for ninety (90) days.

BACKGROUND INFORMATION

Last Name:	First:	Middle:	Date of Application:
If any of your educational or employment records are under any name(s) other than that shown above, please provide the name(s) under which these records may be located.			Business Phone (only if we may contact you at work): ()
Street Address:			Home Phone: ()
City:	State:	Zip:	Social Security No.
Were you previously employed by Bowman Constructors? <input type="checkbox"/> yes <input type="checkbox"/> no If "yes" please give dates of employment and location(s)			Have you reached your 18 th birthday? <input type="checkbox"/> yes <input type="checkbox"/> no
Have you previously applied for employment to Bowman Constructors? <input type="checkbox"/> yes <input type="checkbox"/> no If "yes", please give date(s) and location(s)			
Since reaching age 18, have you been convicted of a crime (excluding summary offenses such as speeding tickets) which has not been annulled, expunged, or sealed by a court? <input type="checkbox"/> yes <input type="checkbox"/> no If "yes" please describe in full detail including date(s), location(s), and the nature of the offenses(s)			
*A conviction record will not automatically result in your disqualification from employment. Convictions will be considered only to the extent they relate to the job for which you have applied. However, failure to disclose a conviction and/or mischaracterization of a conviction automatically will result in your ineligibility for employment and/or termination of employment (even if the conviction would not have barred your employment had it been properly disclosed)			
Please identify any relatives or friends currently employed by Bowman Constructors, Indication job title and place of employment.			
Are you a veteran? <input type="checkbox"/> yes <input type="checkbox"/> no If yes, of what conflict or war?			

JOB INTEREST

Position Applying For: _____

How did you learn about this employment opportunity? (Check only one)

Advertisement in _____ (Name of Publication) State Employment Service

Employment Agency _____ (Name of Agency) From an Employee of _____
(If so please identify below)

Other Source (please describe) _____
(Name)

Employment Status Desired (check all that apply):

Full-Time Part-Time Temporary

Days and Hours Desired	Are you employed now? Yes _____ No _____	If so, Date available
Are you available for overtime? <input type="checkbox"/> Yes <input type="checkbox"/> No	Salary / Wages Desired	

EDUCATION, TRAINING AND PROFESSIONAL LICENSURE/REGISTRY/CERTIFICATION

(Bowman Constructors verifies with the sponsoring educational / training facility all information disclosed in this section.)

SCHOOL	NAME & LOCATION OF SCHOOL	COURSE OF STUDY	NO. OF YEARS COMPLETED	DID YOU GRADUATE?	DIPLOMA OR DEGREE
HIGH SCHOOL				<input type="checkbox"/> YES <input type="checkbox"/> NO	
COLLEGE OR UNIVERSITY				<input type="checkbox"/> YES <input type="checkbox"/> NO	
COLLEGE OR UNIVERSITY				<input type="checkbox"/> YES <input type="checkbox"/> NO	
GRADUATE OR PROFESSIONAL SCHOOL				<input type="checkbox"/> YES <input type="checkbox"/> NO	
TRADE OR BUSINESS SCHOOL				<input type="checkbox"/> YES <input type="checkbox"/> NO	
TRAINING IN SPECIALTY AREA(S)	<u>NAME AND ADDRESS OF TRAINING PROGRAM</u>				

Do you hold professional licensure? Yes No If yes, please list below all states / jurisdictions in which you now hold or have held licensure as a professional:

<u>State / Jurisdiction</u>	<u>License No.</u>	<u>Type of Licensure</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Has your professional license ever been voluntarily withdrawn or have you ever been disciplined by or has your professional license ever been revoked, suspended, reduced, limited, placed on probation, not renewed, or subject to reprimand by professional board or other regulatory agency? Yes No If "yes" please describe in full detail the circumstances and outcome:

Do you hold other professional registry / certification? Yes No If "yes" please list:

Describe any other education, training, skills or certificates you possess which are relevant to the position for which you have applied:

List all instructional methods / techniques, equipment, and computer software applications with which you are proficient and which are relevant to the job for which you have applied:

Present and past memberships in professional organizations, including offices held:

Published articles / research:

EMPLOYMENT RECORD

Starting with current or most recent, list all employers past and present, include self-employment and summer and part-time jobs. If more space is required please continue on a separate sheet. You may attach a resume, but you must complete this section of this application as well. Bowman Constructors verifies all information disclosed in this section.

Company Name or Current or Most Recent Previous Employer		Base Pay (annual) Start \$ Last \$	Type of Business
Street Address		Other compensation (Shift premium bonus) \$ per	Employed _ Full-Time _ Part-Time
City, State, and zip		Telephone: ()	May we contact? _ Yes _ No
Date Hired	Date Separated	Name and Title of Immediate Supervisor	
Reason for Leaving			
State Current / Last Job Title and Describe your work:			
Significant Job-Related Accomplishments:		Describe how these accomplishments benefited your employer	

Company Name of Previous Employer		Base Pay (annual) Start \$ Last \$	Type of Business
Street Address		Other compensation (Shift premium bonus) \$ per	Employed _ Full-Time _ Part-Time
City, State, and zip		Telephone: ()	May we contact? _ Yes _ No
Date Hired	Date Separated	Name and Title of Immediate Supervisor	
Reason for Leaving			
State Current / Last Job Title and Describe your work:			
Significant Job-Related Accomplishments:		Describe how these accomplishments benefited your employer	

Company Name of Previous Employer		Base Pay (annual) Start \$ Last \$	Type of Business
Street Address		Other compensation (Shift premium bonus) \$ per	Employed _ Full-Time _ Part-Time
City, State, and zip		Telephone: ()	May we contact? _ Yes _ No
Date Hired	Date Separated	Name and Title of Immediate Supervisor	
Reason for Leaving			
State Current / Last Job Title and Describe your work:			
Significant Job-Related Accomplishments:		Describe how these accomplishments benefited your employer	

ADDITIONAL JOB RELATED EXPERIENCE

Describe any other experiences (e.g. volunteer work), qualifications, skills, or abilities, which you possess, in addition to those you have outlined above and which you consider important to the successful performance of the job for which you are applying.

REFERENCES

List current and former co-workers, colleagues and / or professional acquaintances not related to you (other than those persons listed previously) who can provide first-hand knowledge of your qualifications and abilities.

Name	Relationship to you	Occupation and Title	Phone No. (Include Area Code)	Years Known

APPLICANT'S CERTIFICATION

Please read carefully and, if you need clarification, ask questions before signing below.

I certify that the answers given by me to the foregoing questions and the statements made by me in the Application for Employment are correct and complete. I understand that, if I become employed, and misrepresentation or omission of fact in this Application may result in my discharge from employment.

I authorize Bowman Constructors as part of its evaluation of my suitability for employment, to verify all education, training and professional licensure/certification/registry claimed by me and to secure from my previous employers and references information concerning my professional accomplishment, skills, character and ability. I further authorize Bowman Constructors to secure from the appropriate sources information concerning criminal convictions and agree to execute the written authorizations necessary to Bowman Constructors to obtain access to and copies of records pertaining to the aforementioned information. For these purposes, a photocopy of my signature, which appears below, shall serve in the same capacity as an original.

In compliance with the federal Immigration Reform and Control Act, I agree, if hired, to provide, within three (3) business days from the date my employment begins, proof of my identity and eligibility for employment in the United States.

I understand that this Application for Employment is not a contract for employment and that, if I am employed, both Bowman Constructors and I, each retain the right to terminate my employment for any or no reason with or without notice at any time. I also understand that no representative of Bowman Constructors other than its President or a duly authorized representative of the President and then, only in writing, has the authority to enter into and agreement for employment for any specified time or to make any agreement contrary to the foregoing.

Further, I understand that if I am employed all materials, equipment and space allocated to me for the discharge of my duties may be inspected as deemed necessary by Bowman Constructors at its sole discretion.

Applicants Signature:	Date:
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