

*FOR OFFICE USE ONLY

Name: _____

Interview Date: _____

Position: _____

Physical Date: _____

GLIDDEN

**Excavating & Paving, Inc.
326 New Portland Road
Gorham, ME 04038
(207) 856-9990
www.gliddenpaving.com**

APPLICATION FOR EMPLOYMENT

(General Information and Instructions)

1. All items on the application forms must be filled out or marked "N/A" meaning they do not apply to applicant. Failure to fully complete this form may result in automatic disqualification. Assistance is available upon request to help complete this application.
2. Glidden Excavating & Paving Inc. is an Equal Opportunity Employer and shall not discriminate against an employee or applicant for employment or advancement because of race, color, sex, sexual orientation, marital status, physical or mental disability, religion, age, ancestry, national origin or any other basis prohibited by law.
3. Please provide **two** forms of identification (driver's license, Social Security Card) with complete application.
4. Applications will be kept active for a period of six months, during which they may be reconsidered for existing vacancies, upon request of the applicant.
5. Please return the signed application with any supplemental material in person or by mail to:

Glidden Excavating & Paving Inc.
326 New Portland Road
Gorham ME 04038

APPLICATION FOR EMPLOYMENT
GLIDDEN EXCAVATING & PAVING INC.
326 NEW PORTLAND ROAD
GORHAM, ME 04038
(207) 856-9990

PERSONAL INFORMATION

Name _____ Date _____

*Current Address _____

If at the above residence less than three years, list below all residences for the past three years. Attach separate sheet if necessary.

Street City State Zip Code

Street City State Zip Code

Telephone _____ Social Security # _____

Position applying for _____ Temporary ___ Part Time ___ FullTime ___

Rate of pay expected? _____

Have you ever applied for employment here or worked here before? Yes ___ No ___

If yes to either, please give details. _____

EDUCATION

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 College: 1 2 3 4

Last school attended _____
Name Address

In addition to your work history (see reverse side), what other experience, skills or qualifications makes you a good fit for this position?

GENERAL

Do you have a valid Maine Drivers License? Yes ___ No ___ Class? _____

Driver's License # _____

Any moving violations in the last 3 years? If so list violation and date, _____

Have you ever been convicted of a crime? _____

If yes, please explain fully below. Conviction of a crime is not an automatic bar to employment-all circumstances will be considered.

REFERENCES

List three (3) people not related to you and who are not business acquaintances who have known you for at least one (1) year.

Name	Address	Phone	Relationship & Years Acquainted
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

**APPLICANT'S CERTIFICATION AND AGREEMENT
(PLEASE READ CAREFULLY)**

I certify that I have read and understood all of this employment application.

I also understand that misrepresentation or omission of the information or facts will result in your disqualification for employment with Glidden Excavating & Paving, Inc. In addition, the discovery of any misrepresentation or omission after you are hired, will result in the termination of your employment.

POLICIES AND PROCEDURES

If hired, I agree to abide by all the rules and policies of Glidden Excavating & Paving Inc.

EMPLOYMENT AT WILL

I understand and agree that, if I am hired, my employment will be at will and that either I or Glidden Excavating & Paving, Inc. may end the employment relationship without cause or notice at anytime. I understand that only a written agreement expressly to the contrary by me and the President of Glidden Excavating & Paving Inc. can vary my at will employment status.

Date

Applicant Signature

WORK HISTORY

Most Recent Employer: _____ Address: _____ Telephone: _____

Date Started: _____ Date Left: _____ Starting Salary: _____ Salary Upon Leaving: _____
Starting Position: _____ Position on Leaving: _____
Name and Title of Last Supervisor: _____
Description of Duties (# of people supervised if appropriate) Reason for Leaving: _____

Previous Employer: _____ Address: _____ Telephone: _____

Date Started: _____ Date Left: _____ Starting Salary: _____ Salary Upon Leaving: _____
Starting Position: _____ Position on Leaving: _____
Name and Title of Last Supervisor: _____
Description of Duties (# of people supervised if appropriate) Reason for Leaving: _____

Previous Employer: _____ Address: _____ Telephone: _____

Date Started: _____ Date Left: _____ Starting Salary: _____ Salary Upon Leaving: _____
Starting Position: _____ Position on Leaving: _____
Name and Title of Last Supervisor: _____
Description of Duties (# of people supervised if appropriate) Reason for Leaving: _____

Previous Employer: _____ Address: _____ Telephone: _____

Date Started: _____ Date Left: _____ Starting Salary: _____ Salary Upon Leaving: _____
Starting Position: _____ Position on Leaving: _____
Name and Title of Last Supervisor: _____
Description of Duties (# of people supervised if appropriate) Reason for Leaving: _____

GLIDDEN EXCAVATING & PAVING INC.

RELEASE

In connection with my application for employment at Glidden Excavating & Paving Inc., I hereby authorize Glidden Excavating & Paving Inc. to contact all of my former employers, my present employer, and any school I attended. I consent to the release to Glidden Excavating & Paving Inc. of any information and records pertaining to my employment and education. I hereby release from liability all individuals and organizations who provide information to Glidden Excavating & Paving Inc. pursuant to this authorization. I also release from liability Glidden Excavating & Paving Inc. and its employees, officers, directors or agents for their acts in connection with the review and processing of my application for employment and for any acts undertaken pursuant to this authorization.

I understand this release.

I agree that a duplicate of this form will be as effective as the original.

I voluntarily furnish the information below.

Applicant's Name: _____

Applicant's Maiden Name (I/A): _____

Any other name used by Applicant: _____

Applicant's Social Security Number: _____

MAY WE CONTACT YOUR PRESENT EMPLOYER? YES NO

Applicant's Signature

Date