


EMPLOYMENT APPLICATION		Ginno Construction Co. 3893 N. Schreiber Way Coeur d'Alene, ID 83815 P – 208-667-5560 F – 208-665-0471			
Equal Employment Opportunity. It is the policy of Ginno Construction Co. to seek and employ qualified personnel and to provide equal opportunity for the advancement of employees and to administer our personnel policies in a manner that will not discriminate against any person because of race, color, religion, age, sexual orientation, marital or veteran status, national origin, ancestry, disability, on the job injuries, union affiliation, or any other legally protected status unless it is a bona fide occupational requirement reasonably necessary to the operation of our business.		Date of Application		Application Number (For Office Use Only)	
Last Name		First Name		Middle Initial	
Street Address		City		State Zip	
Preferred Number At which to Contact You		Residence Phone Number		Alternate Number	
Position(s) for which you are applying:		Date Available:		Rate of Pay Expected:	
Referred by (Check source and indicate name) Newspaper _____ Website _____ Employee _____ Other _____ Name of Source: _____		Have you worked for us before? Yes _____ No _____ Where? _____ When? _____			
Some positions may require working some weekends and before 8 a.m. or after 5 p.m. (We will attempt to reasonably accommodate employees who require certain hours or days off). Are you available to work weekends? Yes _____ No _____ Are you available to work before 8 a.m. or after 5 p.m.? Yes _____ No _____		Are you authorized to accept employment in the United States? (Successful applicants will be required to prove identity and eligibility for employment). Yes _____ No _____ Are you 18 years of age or older? Yes _____ No _____			
Relatives/Close Friends: Qualified relatives/close friends are eligible for employment except in situations where the employment of a close friend or relative may cause a conflict of interest. Do you have any close friends or relatives who currently work for us? Yes _____ No _____ If so, please state his/her name(s): _____					
Qualifications: Please list ALL education, training and/or experience (such as schools, colleges, degrees, licenses, military experience, etc.) you feel qualifies you for the work for which you are applying. Where details regarding the position are contained in your resume feel free to indicate "see resume", however please complete any information which is not in your resume. Attach sheets as necessary.					
Degrees, Licenses, Training, Education			Where and When did you acquire it? (Name/Location)		
_____			_____		
_____			_____		
Driving Record: Do you have a valid Driver's License? Yes _____ No _____ Many positions at GCC require at least some driving. Have you ever been CONVICTED, pled GUILTY or NO CONTEST or FORFEITED BOND OR BAIL for any traffic violations in the past three years? Yes _____ No _____ If yes, please give details: _____					
Criminal Record: Conviction of a crime is not an automatic bar to employment. Factors such as the nature and gravity of the crime, the length of time since the conviction and/or completion of any sentence and the nature of the position for which you have applied will be considered. Have you ever been CONVICTED, pled GUILTY, or NO CONTEST or FORFEITED BOND OR BAIL for any crime within the last ten years other than traffic violations? Yes _____ No _____ If Yes, please give the details: _____					

EMPLOYMENT APPLICATION – Ginno Construction Co., Page Two

Employment Experience: Please account for ALL periods of employment, including any self-employment, other fields of endeavor and U.S. Military Service. Attach additional sheets as necessary. Where details regarding the position are contained in your resume feel free to indicate "see resume", however please complete any information which is not contained in your resume.

Present or Last Employer: _____
Address or Location: _____
Telephone: _____ Supervisor: _____
Job Title/Job Duties: _____
Hire Date: _____ Date Left: _____ Reason for Leaving: _____
Starting Pay: _____ Final Pay: _____ May we contact your supervisor? Yes _____ No _____

Employer: _____
Address or Location: _____
Telephone: _____ Supervisor: _____
Job Title/Job Duties: _____
Hire Date: _____ Date Left: _____ Reason for Leaving: _____
Starting Pay: _____ Final Pay: _____ May we contact your supervisor? Yes _____ No _____

Employer: _____
Address or Location: _____
Telephone: _____ Supervisor: _____
Job Title/Job Duties: _____
Hire Date: _____ Date Left: _____ Reason for Leaving: _____
Starting Pay: _____ Final Pay: _____ May we contact your supervisor? Yes _____ No _____

VERIFICATION AND SIGNATURE:

1. I hereby authorize the investigation of all matters which Ginno Construction Co. deems relevant to my qualifications for employment, which may include credit and criminal background checks. This includes all statements made in this application and in any additional attachments or supporting documents including my resume that I have furnished GCC. I authorize GCC to request and receive such information and I release from all liability any persons (such as former supervisors) or employers supplying the information. I also release GCC from any and all liability which might result from making this investigation. **Initial** _____
2. I certify that the facts and information in this application and in any attachments or supporting documents including my resume are true and complete to the best of my knowledge. I understand that any falsification, representation or omission, as well as any misleading statements or omissions, generally will result in denial of employment or immediate termination, regardless of when or how discovered. I also understand that providing information other than that requested on this application could result in disqualification of this application. **Initial** _____
3. I understand that I may be required to submit to employment physical or other professional examinations, medical inquiries and/or urinalysis tests for the presence of drugs and/or alcohol. I agree to such examinations, inquiries and/or testing at the expense of GCC. I authorize release of the results to GCC and their use to evaluate my suitability for employment. I also release GCC from all liability arising out of or connected with any examinations, inquiries and/or testing. **Initial** _____
4. I UNDERSTAND THAT MY EMPLOYMENT IS "AT WILL," WHICH MEANS THAT I MAY RESIGN OR BE TERMINATED, WITHOUT CAUSE OR NOTICE, AT ANY TIME, UNLESS OTHERWISE STATED IN A WRITTEN EMPLOYMENT CONTRACT. I ALSO UNDERSTAND THAT GCC's CEO & PRESIDENT ARE THE ONLY PERSONS WHO WILL EVER HAVE THE AUTHORITY TO AGREE TO ANY OTHER TERMS AND/OR ENTER INTO SUCH CONTRACTS AND THAT ALL SUCH AGREEMENTS FOR OTHER TERMS OF EMPLOYMENT OR CONTRACTS MUST BE IN WRITING AND SIGNED BY BOTH PARTIES IN ORDER TO BE VALID. I ALSO UNDERSTAND THAT UNLESS OTHERWISE STATED IN AN EMPLOYMENT CONTRACT, GCC MAY CHANGE, WITHDRAW AND INTERPRET OTHER POLICIES (INCLUDING BUT NOT LIMITED TO WAGE, HOURS AND WORKING CONDITIONS) AS APPROPRIATE. **Initial** _____
5. This is an original application and will only be considered for 30 days unless both parties agree to extend it in writing. **Initial** _____

I have read and understand each of these statements. I have also reviewed all of the information provided in this application and in any supporting documents I have provided GCC. YES _____ NO _____

Signature: _____ Date: _____