

Horsley Specialties, Inc.

Application for Employment

We consider applicants for all positions without regard to race, color, creed, religion, national origin, gender, age, disability, marital or veteran status, sexual orientation or any other legally protected status.

Position Applied For:	Date:
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Last Name, First Name, and Middle Name:	
Address, City, State, Zip:	
Telephone # and/or Pager #	Social Security #
In case of an emergency contact: Name & Phone Number	Emergency contact: Relationship to applicant

Drivers License:						
Class 1	Class 2	Class 3	Class A	Class B	Class C	Don't have one
Endorsements:						

When will you be able to obtain a Drivers License, if you don't have one? _____

Are you 18 years or older? NO YES

Have you ever filed an application with us before? When: _____ NO YES

Are you currently employed? NO YES

May we contact your present employer? NO YES

Employer: _____ Phone # _____

What date would you be available to work? _____

Are you available to work: Full Time or Part Time? PART FULL

Are you currently on "lay-off" status and subject to recall? NO YES

Can you travel? NO YES

Have you been convicted of a felony in the last 7 years? NO YES

If yes, please explain: (Conviction will not necessarily disqualify an application from employment.)

Education

	School Name	Studies	Years Comp	Received
High School				Diploma Degree
Address				
College				Diploma Degree
Address				
Other				Diploma Degree
Address				

Foreign Languages

	Language: _____			Language: _____		
	Fluent	Good	Fair	Fluent	Good	Fair
Speak						
Read						
Write						

Describe any specialized training, apprenticeship, and skills you think would be beneficial:

Describe any job-related training received in the US Military:

Equipment Operated

Please circle your skill level: 1-Never Used 2-Little Skill 3-Some Skill 4-Well Skilled						
Electric Drill	1	2	3	4	Hammer	1 2 3 4
Tile Stripper	1	2	3	4	Sawzall	1 2 3 4
Chop Saw	1	2	3	4	Buffer	1 2 3 4
Jackhammer	1	2	3	4	Skill Saw	1 2 3 4
Manometer	1	2	3	4	Neg Air.	1 2 3 4
Manual Transmission 1 2 3 4						
Pulled Trailer w/Truck 1 2 3 4						
Pickup 1 2 3 4						
Hydrolic Jack 1 2 3 4						
Others Used:						

Carpentry/Construction Skills

Please circle your skill level: 1-Never Used 2-Little Skill 3-Some Skill 4-Well Skilled			
Carpentry Skills	1	2	3 4
Construction Skills	1	2	3 4
Please list any carpentry skills that you think would help our crew in the field:			

Asbestos/Lead Experience

Currently Licensed in what states:
Other Special Certifications such as Haz Mat?

Employment Experience

Start with your present employer or last employment.

Employer	Dates Employed		Work Performed:		
Address:	To:	From:			
Tele #	Hourly Rate/Salary				
Job Title	Supervisor:	Starting:			Final:
Reason for Leaving:					

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References

Name: _____	Phone: _____
Address: _____	Relationship: _____
Name: _____	Phone: _____
Address: _____	Relationship: _____
Name: _____	Phone: _____
Address: _____	Relationship: _____

Signature of Applicant: _____ Date: _____

3 Ways to Submit Employment Application:

Mail to: Horsley Specialties, Inc. FAX to: (605) 342-9546 Email to: angieb@rushmore.com
PO Box 1277
Rapid City, SD 57709-1277