



140 West 98<sup>th</sup> Street, Suite 111  
 Bloomington, MN 55420 ph 952-888-0268  
 Fax 952-888-0486

## APPLICATION FOR EMPLOYMENT

EXTERIOR BUILDING SERVICES, INC. is an equal opportunity employer and considers applicants for all positions without regard to race, religion, creed, gender, national origin, age, sexual orientation, disability, marital or veteran status, or any other status protected under local, state or federal laws

### PERSONAL INFORMATION

NAME (Last Name, First Name)		HOME PHONE:	
		CELL PHONE:	
CURRENT ADDRESS		CITY, STATE, ZIP	
PERMANENT ADDRESS		CITY, STATE, ZIP	
EMAIL ADDRESS	UNION Affiliation: YES NO please specify:		
DRIVERS LICENSE NO.	STATE ISSUED		
HAVE YOU RECEIVED ANY MOVING VIOLATIONS IN THE PAST FIVE YEARS?		YES	NO
IF SO, PLEASE EXPLAIN			

### DESIRED POSITION

TITLE OF POSITION	DESIRED SALARY/WAGE	DATE YOU CAN START					
DESIRED STATUS ( <i>CIRCLE ONE</i> )	FULL TIME	PART TIME					
ARE YOU CURRENT EMPLOYED?	MAY WE CONTACT YOUR CURRENT EMPLOYER (if applicable)?	ARE YOU ON "LAY-OFF" STATUS, SUBJECT TO RECALL?  NO <span style="float: right;">YES</span>					
DAYS AND HOURS AVAILABLE ( <i>WRITE "Y" FOR "YES" OR "N" FOR "NO" IN EACH BOX</i> ):							
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
MORNING							
AFTERNOON							
EVENING							

### EDUCATION BACKGROUND

	SCHOOL NAME & LOCATION (CITY, STATE)	GRADUATED? (Y/N)	MAJOR/AREA OF FOCUS
HIGH SCHOOL			
COLLEGE			
TRADE SCHOOLS OR OTHER EDUCATION			

### SPECIAL INTERESTS

U.S. MILITARY OR NAVAL SERVICE

SPECIAL SKILLS, TRAINING  
APPRENTICESHIPS, OR LICENSES

**TRAVEL**

ABLE TO TRAVEL? (Y/N)	MAXIMUM DISTANCE WILLING TO TRAVEL	MAXIMUM LENGTH OF TIME ABLE TO TRAVEL
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**EMPLOYMENT HISTORY**

DATES MO. & YEAR	NAME & LOCATION (CITY & STATE) OF EMPLOYER	SUPERVISOR	POSITION HELD/ RESPONSIBILITIES	REASON FOR LEAVING
<b>FROM</b>				
<b>TO</b>				
<b>FROM</b>				
<b>TO</b>				
<b>FROM</b>				
<b>TO</b>				

<b>REFERRAL</b>	If you were referred by an EBS employee please provide name(s) here.	

**APPLICANT ACKNOWLEDGEMENT AND AUTHORIZATION \*PLEASE READ CAREFULLY BEFORE SIGNING\***

I hereby certify that all of the information provided by me in this application (or any other accompanying or required documents) is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts in said documents will be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery.

I understand that submission of an application does not guarantee employment. I further understand that, should an offer of employment be extended by EXTERIOR BUILDING SERVICES INC. (hereinafter referred to as "EBS") that such employment with EBS is at will, for no specified duration and may be terminated by either EBS or myself at any time, with or without cause or notice. I understand that none of the documents, policies, procedures, actions, statements of EBS or its representatives used during the employment process is deemed a contract of employment real or implied. I understand that no representative of EBS except the President has the authority to enter into any agreement guaranteeing any conditions of employment or any agreement contrary to the foregoing statements and that any such agreements must be made in writing and signed by the President of EBS.

In consideration for employment with EBS, if employed, I agree to conform to the rules, regulations, policies and procedures of EBS at all times and understand that such obedience is a condition of employment. I understand that due to the nature of EBS business, attendance and punctuality are considered essential requirements of every job at EBS and that poor attendance or tardiness will result in disciplinary action.

I authorize EBS to investigate my financial and credit record through any consumer reporting agency or bureau of its choice. I further authorize EBS to conduct an investigation of my personal history including, if any, a record of law enforcement activity, my character and general reputation, *after* an initial interview, either in person or by telephone. I understand that the company, upon my written request, will disclose the nature and scope of any credit investigation. If this application is denied either wholly or partly because of information contained in a consumer report from a consumer reporting agency, I understand that the company shall advise me and provide me with the name and address of the consumer agency making the report.

I understand that if offered a position with EBS, I may be required to submit to a pre-employment medical examination, drug screening and/or background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

I hereby authorize any and all schools, former employers, references, courts and any others who have information about me to provide such information to EBS and/or any of its representatives, agents or vendors and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that this application is considered current for three months. If I wish to be considered for employment after this period I must fill out and submit a new application.

BY SIGNING BELOW I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.

Signature \_\_\_\_\_

Date \_\_\_\_\_