

Carter Construction is always looking to expand our horizons. If you are interested in applying for employment, please use the application below.

Open it in Adobe Acrobat, fill it out, save it and email it to mkcarter@buggs.net.

Or you can print it and fax it to us @ (434) 636-4500.

Full Name: _____ Social Security: _____

Address: _____

Telephone (Day) _____ Telephone (Evening) _____

Date of Birth: _____ Sex: _____

Are you legally eligible for employment in the United States? _____ Yes _____ No

Have you ever been convicted of a criminal offense other than minor traffic violations?

If so, please explain. _____

Position desired: _____ Salary desired: _____ Start Date: _____

Are you currently employed? _____ May we inquire with your present employer? _____

Employment History (Start with Most Recent)

Employer: _____ From: _____ To: _____

Telephone: _____ Position: _____

Salary: _____ Reason For Leaving: _____

Employer: _____ From: _____ To: _____

Telephone: _____ Position: _____

Salary: _____ Reason For Leaving: _____

Employer: _____ From: _____ To: _____

Telephone: _____ Position: _____

Salary: _____ Reason For Leaving: _____

Education

Name of Elementary School: _____

Address: _____ Course of Study: _____

Years Attended: _____ Grade Completed: _____

Name of Middle School: _____

Address: _____ Course of Study: _____

Years Attended: _____ Grade Completed: _____

Name of High School: _____

Address: _____ Course of Study: _____

Years Attended: _____ Grade Completed: _____

Name of College/Technical School: _____

Address: _____ Course of Study: _____

Years Attended: _____ Grade Completed: _____

References: Please give contact information for 3 persons not related to you whom you have known for more than one year.

Name: _____ Address: _____

Telephone: _____ Business: _____

Years Acquainted: _____

Name: _____ Address: _____

Telephone: _____ Business: _____

Years Acquainted: _____

Name: _____ Address: _____

Telephone: _____ Business: _____

Years Acquainted: _____

Certificate of Applicant (Read Carefully Before Signing)

All information provided by me is true and correct to the best of my knowledge. I understand omissions or misrepresentations may result in rejection of my application, or if employed, may result in subsequent dismissal. I hereby authorize all former employers, educational institutions, personal references and others identified hereon, including their employees or representatives, to furnish or provide full and complete reports, documents or information to Carter Construction of VA Inc. regarding information I have provided hereon. I understand this is a preliminary application and not a contract to employ me. Furthermore, in the event I am employed, my employment shall be completely voluntary and may be terminated at will at any time either by myself or the company. If employed, I agree to comply with all rules of the company as a condition of continued employment.

Signature of Applicant _____ Date: _____