

Application for Employment Form

Name of applicant \_\_\_\_\_ Date \_\_\_\_\_

The following items must be included in the Driver's file.

- 1 Driver application of employment form completed in full.
- 2 Written record of interviews from past employers. MVR, was he a good employee? Etc.
- 3 Copy of the applicant's Commercial Drivers License. (CDL)
- 4 Applicant's Annual listing of moving driving violations or certify none were issued over the past three (3) years.
- 5 Management's annual written review of driver's driving record (MVR) for each driver. Thereafter, a yearly check of the past year's driving (MVR), for each driver.
- 6 Medical examiner's certification that applicant is qualified to drive a commercial vehicle.
- 7 Pre-employment Orientation Form.
- 8 Medical History Form filled out by applicant, with the doctor's help, signed.
- 9 W-4 Form completed and signed.
- 10 I - 9 form completed and signed.
- 11 Birth Certificate and social security card. ( copies are OK)
- 12 Record of a road test.
13. In-cab defensive driving evaluation checklist.
14. Driver's statement of on-duty hours.
- 15 Lung Capacity Test (PFT), for all who spray paint and or do sand blasting.

Please note: This application will be considered active for only 60 days. After that time you must renew your application to be considered. We are an equal opportunity employment company. We are dedicated to a policy of non-discrimination in employment on any basis including race, creed, color, age sex, religion or national origin or disabilities.

Position desired \_\_\_\_\_ Date \_\_\_\_\_ Are you married? Yes No  
Name \_\_\_\_\_ SS# \_\_\_\_\_ Children or other dependents. Yes No  
Address \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone # \_\_\_\_\_ Driver's license \_\_\_\_\_ State \_\_\_\_\_  
Is your license unrestricted? \_\_\_\_\_ Commercial license? **Yes NO** . State \_\_\_\_\_ Any endorsements? \_\_\_\_\_

NOTE: You must have a telephone in operation and maintained at all times at your home and a valid unrestricted Commercial Drivers License that will qualify you to drive a ready mix concrete mixer truck for employment at Carlo Ditta, Inc.

EDUCATION					
School	Name and location of school	Course of study	years completed (circle)	Did you graduate ??	Degree of diploma
High			9 10 11 12	yes No	
College			1 2 3 4	Yes No	
Other				Yes No	

If you worked with Carlo Ditta, Inc in the past, When \_\_\_\_\_ Why did you leave ? \_\_\_\_\_

Are you legally eligible to work in the United States? YES NO.

You are required to work over time, at night, shifts, can you work under these requirements? Yes No. (Circle one). Have you been convicted of a felony or misdemeanor crime within the past ten (10) years? YES NO. If YES, explain (conviction will not necessarily disqualify you from employment) \_\_\_\_\_

How long have you lived at your current address? \_\_\_\_\_ Previous addresses \_\_\_\_\_

**PREVIOUS EMPLOYMENT.** Those applying to operate a ready mix concrete truck a Commercial Motor Vehicle (CMV) must list all employment back ten (10) years. Those applicants for jobs **not** driving a CMV must list all the employers for the preceeding three (3) years and shall include the following:

Last one first, include dates of employment, position held, salary, reason for leaving the job, telephone numbers and contact person at each previous employer.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**REFERENCES.** 2 (TWO) people , not related to you, whom you know. Give name, address, telephone, business and years acquainted.

\_\_\_\_\_  
\_\_\_\_\_

**LIST ALL MOTOR VEHICLE ACCIDENTS YOU WERE INVOLVED IN DURING THE PREVIOUS THREE (3) YEARS.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LIST ALL VIOLATIONS OF MOTOR VEHICLE LAWS OR ORDINANCES OF WHICH YOU WERE CONVICTED OR FORFEITED BOND OR COLLATERAL DURING THE THREE (3) YEARS.**

**HAVE YOU HAD ANY DENIAL, REVOCATION, OR SUSPENSION OF ANY LICENSE, PERMIT OR PRIVILEGE TO OPERATE A MOTOR VEHICLE THAT HAS BEEN ISSUED TO YOU OR A STATEMENT THAT NO SUCH DENIAL, REVOCATION OR SUSPENSION HAS OCCURRED.**

If yes, please explain: \_\_\_\_\_

If NO, then sign the following statement: **I have no had any denial, revocation, or suspension of any license, permit or privilege to operate a motor vehicle.**

Date \_\_\_\_\_ Signed \_\_\_\_\_

I authorize investigation of all statements contained in this application. I understand that misrepresentations or omissions of facts called for in this application is cause for dismissal. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without previous notice. I understand that I can have only one (1) valid drivers license in my possession ( A Commercial Drivers License (CDL) for those applications who apply for concrete truck driver) and that the license number as listed above has not been revoked, suspended or limited to the extent that would not allow you to drive a concrete mixer truck.

I understand that any offer of employment made to me may be conditioned upon results of a medical examinations which may be required by Carlo Ditta, Inc. I authorize the examining physician or clinic to release all information related to such examinations to Carlo Ditta, Inc. I understand that I may be required to submit to drug and / or alcohol testing from time to time prior to and, if employed, during employment. I agree to consent to such testing as may be required by Carlo Ditta, Inc. as a term and condition of employment, and further, authorize the release drug and alcohol test results to Carlo Ditta, Inc. upon request by Carlo Ditta, Inc., either by telephone, fax or in writing.

This certifies that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

DATE \_\_\_\_\_ Signature \_\_\_\_\_  
(Applicant's signature)

Print name \_\_\_\_\_

**(End of application)**