

**KATO ROOFING, INC.**  
**APPLICATION FOR EMPLOYMENT**

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

**PERSONAL INFORMATION**

**DATE** \_\_\_\_\_

**NAME** \_\_\_\_\_ **Social Security No.** \_\_\_\_\_  
Last First Middle

**PRESENT ADDRESS** \_\_\_\_\_  
Street City State Zip

**PERMANENT ADDRESS** \_\_\_\_\_  
Street City State Zip

**PHONE NO.** \_\_\_\_\_ **Are you over 18?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Do you have a valid drivers license?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Have you ever been convicted of a felony?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Are you prevented from lawfully becoming employed in this country because of VISA or immigration status?**  
 Yes \_\_\_\_\_ No \_\_\_\_\_

**EMPLOYMENT DESIRED POSITION** \_\_\_\_\_ **DATE YOU CAN START** \_\_\_\_\_ **SALARY DESIRED** \_\_\_\_\_  
 If so, may we inquire \_\_\_\_\_

Are you employed now? \_\_\_\_\_ of your present employer? \_\_\_\_\_

Have you applied here before? \_\_\_\_\_ Where? \_\_\_\_\_ When? \_\_\_\_\_

**REFERRED BY:** \_\_\_\_\_

<b>EDUCATION</b>	<b>NAME AND LOCATION OF SCHOOL</b>	<b># YRS. ATTENDED</b>	<b>DID YOU GRADUATE?</b>	<b>SUBJECTS STUDIED</b>
GRAMMAR SCHOOL				
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

**GENERAL:**

Subject of Special Study or Research Work \_\_\_\_\_

**CONSTRUCTION BACKGROUND** (if any) \_\_\_\_\_

**SPECIAL SKILLS:** Include licenses, tools, etc. \_\_\_\_\_

**ACTIVITIES:** (Civic, Athletic, etc., exclude organizations, which would indicate race, creed, sex, age, color, martial status) \_\_\_\_\_

**U.S. MILITARY OR NAVAL SERVICE** \_\_\_\_\_ **RANK** \_\_\_\_\_ **PRESENT MEMBERSHIP IN NATIONAL GUARD OR RESERVES** \_\_\_\_\_

## FORMER EMPLOYERS

List below last three employers, starting with most recent first

DATE MONTH AND YEAR		NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM					
TO					
FROM					
FROM					
TO					
FROM					
FROM					
TO					
FROM					

WHICH OF THESE JOBS DID YOU LIKE BEST? \_\_\_\_\_

WHAT DID YOU LIKE MOST ABOUT THIS JOB? \_\_\_\_\_

**REFERENCES:** Give the names of three persons not related to you, whom you have known at least one year.

NAME	ADDRESS	BUSINESS	#YRS.

**IN CASE OF EMERGENCY NOTIFY:**

Days:

Evenings:

NAME

ADDRESS

PHONE NO.

"I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omissions, or misrepresentations are discovered, my application may be rejected and, if I am employed my employment may be terminated at any time. In consideration of my employment, I agree to conform to the company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice, at any time at either my or the company's option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause, and with or without notice, at any time by the company. I understand that no company representative other than its president, and then only when in writing and signed by the president has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing."

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks: \_\_\_\_\_

Neatness \_\_\_\_\_ Ability \_\_\_\_\_

Hired: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Position \_\_\_\_\_ Dept. \_\_\_\_\_

Salary/Wage \_\_\_\_\_ 1st Review Date: \_\_\_\_\_ 1st Day of Work: \_\_\_\_\_

Additional Comments: \_\_\_\_\_