

# Application for Employment

Orion Erosion Control, Inc  
3350 Riverwood Parkway NE STE 1900  
Atlanta, GA 30339  
Tel: 404-596-4934  
HR@orionerosioncontrol.com

Date: \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_  
First Middle Last

Current Address \_\_\_\_\_  
Street City State Zip

If at the above residence less than three years, list below all residences for the past three years. Attach a separate sheet if necessary.

Street City State Zip

Street City State Zip

Position applying for \_\_\_\_\_ Temporary \_\_\_\_\_ Part Time \_\_\_\_\_ Full Time \_\_\_\_\_

Who referred you? \_\_\_\_\_ Rate of pay expected? \_\_\_\_\_

Have you worked for this company before? \_\_\_\_\_ Dates: From \_\_\_\_\_ To \_\_\_\_\_  
Month/Year Month/Year

Where? \_\_\_\_\_ Rate of Pay \_\_\_\_\_ Position \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

Names of any relatives employed by this company \_\_\_\_\_

Are you currently employed? \_\_\_\_\_ If not, how long since leaving last employment? \_\_\_\_\_

## EDUCATION

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 College: 1 2 3 4

Last school attended \_\_\_\_\_

## GENERAL

Have you ever been bonded? \_\_\_\_\_ Name of bonding company \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_

If yes, please explain fully on a separate sheet of paper. Conviction of a crime is not an automatic bar to employment - all circumstances will be considered.

Have you ever worked for this company under another name? \_\_\_\_\_ If so, under what name? \_\_\_\_\_

Has any license, permit or privilege ever been suspended or revoked? \_\_\_\_\_ Yes \_\_\_\_\_ No

What is your means of transportation to work? \_\_\_\_\_

**ACCIDENT REVIEW FOR PAST 3 YEARS (Attach separate sheet of paper if more space is needed)**

	Dates	Nature of accident (Head-On, Rear-End, Overturn, etc.)	Fatalities	Injuries
Last Accident				
Next Previous				
Next Previous				

**TRAFFIC CONVICTIONS AND FORFEITURES FOR THE PAST 3 YEARS OTHER THAN PARKING VIOLATIONS**

Date	Location	Charge	Penalty

**EMPLOYMENT RECORD**

Start with Last or current position, including military experience, and work back. (Attach a separate sheet if necessary)

Current Employer: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Position Held: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Month/Year Month/Year  
 Reason for Leaving: \_\_\_\_\_ Salary: \_\_\_\_\_  
 May we contact your present employer?  Yes  No

Current Employer: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Position Held: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Month/Year Month/Year  
 Reason for Leaving: \_\_\_\_\_ Salary: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Position Held: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Month/Year Month/Year  
 Reason for Leaving: \_\_\_\_\_ Salary: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Position Held: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Month/Year Month/Year  
 Reason for Leaving: \_\_\_\_\_ Salary: \_\_\_\_\_

Have you ever been discharged or asked to resign from a position?  Yes  No

Why do you desire to make a change in employment at this time? \_\_\_\_\_

Is there anything that would prevent you from satisfactorily performing, either with or without reasonable accommodation, the essential functions of the job for which you have applied? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you over the age of 18? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, employment is subject to verification of minimum legal age by age certificate or work permit.

Do you have the legal right to live and work in the US? \_\_\_\_\_ Yes \_\_\_\_\_ No

If not a US citizen, please provide proof that you can be legally employed in the US (INS Forms I-15, I-94, I-551, etc.) If hired, proof of identity and authorization to work in the US will be required, within three days.

**COURSES ATTENDED:**

Hazardous Materials and Emergency Response \_\_\_\_\_

Hazardous Materials Refresher Course \_\_\_\_\_

Mine Safety \_\_\_\_\_

OSHA \_\_\_\_\_

Other \_\_\_\_\_

**SPECIALIZED SKILLS/EQUIPMENT OPERATED:**

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

**PERSONAL/PROFESSIONAL REFERENCES** Do not include family members or past supervisors:

<u>Name</u>	<u>Phone Number</u>	<u>Occupation</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

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**AT-WILL EMPLOYMENT**

The relationship between you and the Orion Erosion Control, Inc is referred to as "employment at will."

This means that your employment can be terminated at any time for any reason, with or without cause, with or without notice, by you or the Orion Erosion Control, Inc. No representative of Orion Erosion Control, Inc has authority to enter into any agreement contrary to the foregoing "employment at will" relationship. You understand that your employment is "at will," and that you acknowledge that no oral or written statements or representations regarding your employment can alter your at-will employment status, except for a written statement signed by you and either our Executive Vice-President/Chief Operations Officer or the Company's President.

Applicant Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

We offer equal opportunities to all persons without regard to race, color, religion, age, sex, marital status, national origin, disability, sexual orientation, or veteran status.

### APPLICANT MUST READ AND SIGN

I certify that I have read and understood all of this employment application. It is agreed and understood that the employer or his agents may investigate my background to ascertain any and all information of concern to my employment history, whether same is of record or not, and I release employers and other persons named herein from all liability for any damages on account of furnishing such information. I understand that a motor vehicle report will be obtained to validate my drivers' license. I understand that, as an applicant for a position with this company, I may be asked to demonstrate that I am capable of performing tasks which are pertinent to the Job. I also understand that if offered a job, it may be conditioned on the results of a physical examination, drug test and will be subject to annual motor vehicle

I further certify that I am a genuine applicant for employment and this application is being submitted solely for the purpose of seeking employment with the employer and for no other reason.

It is also agreed and understood that under the Fair Credit Reporting Act, Public Law 91-508, I have been told that this investigation may include an investigative Consumer Report, including information regarding my character, general reputation, personal characteristics, and mode of living.

I agree to furnish such additional information and complete such examinations as may be required to complete my employment

I also understand that misrepresentation or omission of information or facts may result in my rejection or dismissal.

If hired, I agree to abide by all the rules and policies of the employer.

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

#### FOR OFFICE USE - DO NOT WRITE IN THIS SPACE

Interview Notes: \_\_\_\_\_

Qualifications: \_\_\_\_\_

Experience: \_\_\_\_\_

Attitude: \_\_\_\_\_

**Items Discussed:**

Pay: \_\_\_\_\_

Hours: \_\_\_\_\_

Job Description: \_\_\_\_\_

Health Ins: \_\_\_\_\_

Benefits: \_\_\_\_\_