



**HOCHSTETLER  
BUILDINGS, LLC**  
7927 Memorial Drive  
Plain City, Ohio 43064  
(614) 873-3439 Fax (614) 873-3722  
sales@hochstetler.net



## Application for Employment

Please Print Clearly

**Please Answer All Questions. Resumes are Not a Substitute for a Completed Application**

**Hochstetler Buildings, LLC is an Equal Opportunity employer. We do not unlawfully discriminate in employment, and no question on this application is used for the purpose of limiting or excluding any applicant's consideration for employment on any basis protected by local, state or federal law.**

**Hochstetler Buildings, LLC policy requires that any person interested in employment complete a written application for a particular position for which he or she is qualified. No applicant will be considered for employment solely on the basis of a resume. Also, applicants who do not provide complete and accurate answers to all application and interview questions may not be considered for employment.**

Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Best Time to Call \_\_\_\_\_

Email Address \_\_\_\_\_

Are you at least 18 years old? Yes  No

If you are hired and less than 18 years of age, could you furnish a work permit? Yes  No

Have you ever applied to or been employed by Hochstetler Buildings, LLC before? Yes  No

If yes, please give dates \_\_\_\_\_

For what position are you applying \_\_\_\_\_

Have you been convicted of, or served a sentence for, any type of criminal offense, other than a minor traffic violation, within the last seven years? Yes  No

If yes, please describe the conviction, date and punishment \_\_\_\_\_

*(Note: A conviction record will not necessarily be a bar to your employment with Hochstetler Buildings, LLC. Factors such as the age and type of offense, the seriousness and nature of the violation, and your rehabilitation will be taken into account.)*

Are you currently facing any criminal charges or is there any warrant currently outstanding for your arrest?

Yes  No  If yes, please explain: \_\_\_\_\_

Desired starting date \_\_\_\_\_ Initial salary/wage desired \_\_\_\_\_

Are you willing to work overtime: Yes  No

Education	School Name and Location (Address, City, State)	Course of Study	Graduate? Y or N	# of Years Completed	Degree/Major
High School/ Equivalent					
College					
Bus./Tech./ Trade or Post College					

Have you completed any accredited safety training? (OSHA 10 hour, OSHA 30 hour, Equip. licenses, et) Yes  No

If yes, please list: \_\_\_\_\_

### Work Experience

Are you employed now? Yes  No

If yes, may we contact your present employer? Yes  No

Name of Person to Contact \_\_\_\_\_ Individual's Phone Number \_\_\_\_\_

Are you on layoff, subject to recall by another employer? Yes  No

If you are currently employed, does your employment require you to refrain from engaging in any particular activity for a period of time (such as a non-competition agreement)? Yes  No

If yes, in what way and until what date? \_\_\_\_\_

Please list the names of your present and/or previous employers in chronological order with present or most recent employer listed first. Provide information for at least the most recent ten (10) year period. Attach additional sheets if needed. If self-employed, supply firm name and business references. You may include any verifiable work performed on a volunteer basis, internships, or military service. Your failure to completely respond to each inquiry may disqualify you for consideration from employment. Do not answer "see resume".

Employer

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Company Name \_\_\_\_\_ Address \_\_\_\_\_ Type of Business \_\_\_\_\_  
Telephone (\_\_\_\_) \_\_\_\_\_ Date Employed From \_\_\_\_\_ to \_\_\_\_\_  
Job Title \_\_\_\_\_ Duties \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ May we contact? Yes  No  If no, why not? \_\_\_\_\_  
Wages Start \_\_\_\_\_ Final \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

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Employer

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Company Name \_\_\_\_\_ Address \_\_\_\_\_ Type of Business \_\_\_\_\_  
Telephone (\_\_\_\_) \_\_\_\_\_ Date Employed From \_\_\_\_\_ to \_\_\_\_\_  
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Supervisor's Name \_\_\_\_\_ May we contact? Yes  No  If no, why not? \_\_\_\_\_  
Wages Start \_\_\_\_\_ Final \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

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Employer

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Company Name \_\_\_\_\_ Address \_\_\_\_\_ Type of Business \_\_\_\_\_  
Telephone (\_\_\_\_) \_\_\_\_\_ Date Employed From \_\_\_\_\_ to \_\_\_\_\_  
Job Title \_\_\_\_\_ Duties \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_ May we contact? Yes  No  If no, why not? \_\_\_\_\_  
Wages Start \_\_\_\_\_ Final \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

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Please describe any gap in employment \_\_\_\_\_

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Have you ever been terminated or asked to resign from any job? Yes  No  If yes, how many times? \_\_\_\_\_

Has your employment ever been terminated by mutual agreement? Yes  No  If yes, how many times? \_\_\_\_\_

Have you ever been given the choice to resign rather than be terminated? Yes  No  If yes, how many times? \_\_\_\_\_

If you answered Yes to any of the above three questions, please explain the circumstances of each occasion.

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**REFERENCES**

Please list the names of additional work-related or academic references we may contact. Individuals with no prior work experience may list school or volunteer-related references.

Name	Position	Company	Work Relationship (i.e. supervisor, co-worker)	Phone #

Please list the names of personal references (not previous employers or relatives) who know you well that we may contact.

Name	Occupation	Address	Phone #	Number of Years Known

**APPLICANT CERTIFICATION**

I understand and agree that if driving is a requirement of the job for which I am applying, my employment and/or continued employment is contingent on possessing a valid driver’s license for the state in which I reside and automobile liability insurance in an amount equal to the minimum required by the state where I reside.

I understand that Hochstetler Buildings, LLC may now have, or may establish, a drug-free workplace or drug and/or alcohol testing program consistent with applicable federal, state, and local law. If Hochstetler Buildings, LLC has such a program and I am offered a conditional offer of employment I understand that if a pre-employment (post-offer) drug and/or alcohol test is positive, the employment offer may be withdrawn. I agree to work under the conditions requiring a drug-free workplace, consistent with applicable federal, state and local law, may be subject to urinalysis and/or blood screening or other medically recognized tests designed to detect the presence of alcohol or illegal or controlled drugs. If employed, I understand that the taking of alcohol and/or drug tests is a condition of continual employment and I agree to undergo alcohol and drug testing consistent with Hochstetler Buildings, LLC’s policies and applicable federal, state, and local law.

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

I certify that all the information on this application, my resume, or any supporting documents I may present during any interview process is and will be complete and accurate to the best of my knowledge. I understand that any falsification, misrepresentation, or omission of any information may result in disqualification from consideration for employment or, if employed, disciplinary action, up to and including immediate dismissal.

**HOCHSTETLER BUILDINGS, LLC IS AN AT-WILL EMPLOYER AS ALLOWED BY APPLICABLE STATE LAW. THIS MEANS THAT REGARDLESS, IF HIRED, HOCHSTETLER BUILDINGS, LLC OR I MAY TERMINATE THE EMPLOYMENT RELATIONSHIP AT ANY TIME, FOR ANY REASON, WITH OR WITHOUT CAUSE OR NOTICE. NOTHING IN THIS APPLICATION OR IN ANY DOCUMENT OR STATEMENT, WRITTEN OR ORAL, SHALL LIMIT THE RIGHT TO TERMINATE EMPLOYMENT AT-WILL. NO OFFICER, EMPLOYEE OR RESPRENTATIVE OF HOCHSTETLER BUILDINGS, LLC IS AUTHORIZED TO ENTER INTO AN AGREEMENT-EXPRESSED OR IMPLIED-WITH ME OR ANY APPLICANT FOR EMPLOYMENT FOR A SPECIFIED PERIOD OF TIME UNLESS SUCH AN AGREEMENT IS IN A WRITTEN CONTRACT SIGNED BY THE PRESIDENT OF HOCHSTETLER BUILDINGS, LLC.**

**IF HIRED, I AGREE TO CONFORM TO THE RULES AND REGULATIONS OF HOCHSTETLER BUILDINGS, LLC AND I UNDERSTAND THAT HOCHSTETLER BUILDINGS, LLC HAS COMPLETE DISCRETION TO MODIFY SUCH RULES AND REGULATIONS AT ANY TIME, EXCEPT THAT IT WILL NOT MODIFY ITS POLICY OF EMPLOYMENT AT-WILL.**

THIS APPLICATION WILL BE CONSIDERED ACTIVE FOR A MAXIMUM OF THIRTY (30) DAYS. IF YOU WISH TO BE CONSIDERED FOR EMPLOYMENT AFTER THAT TIME, YOU MUST REAPPLY.

IF HIRED AND IN CONSIDERATION OF THE COMPANY AGREEMENT TO HIRE ME, I FURTHER AGREE THAT, EXCEPT FOR A WAGE-HOUR CLAIM, ANY CLAIM OR LAWSUIT RELATING TO MY EMPLOYMENT WITH THE COMPANY MUST BE FILED NO MORE THAN SIX (6) MONTHS AFTER THE DATE OF THE EMPLOYMENT ACTION THAT IS THE SUBJECT OF THE CLAIM OR LAWSUIT. I WAIVE ANY STATURE OF LIMITATIONS TO THE CONTRARY.

I CERTIFY THAT ALL OF THE INFORMATION THAT I HAVE PROVIDED ON THIS APPLICATION IS TRUE, ACCURATE, AND COMPLETE.

DO NOT SIGN UNTIL YOU HAVE READ ALL OF THE INFORMATION CONTAINED IN THE APPLICATION.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_