



244 Colgan Ave  
Santa Rosa, Ca, 95404  
Ph 707-576-1224 Fax 707-541-0117

R.E. West is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on a basis including age, sex, color, race, creed, national origin, marital status, sexual orientation, political belief or disability.

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity within three days of being hired. Failure to submit such proof within the required time shall result in immediate employment termination.

**Personal Data**

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Name:                      First                      Middle                      Last

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Street Address                      City                      State                      Zip

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Home Telephone Number      Alternate Number                      Today's Date

Daytime Telephone Number at which we may contact you \_\_\_\_\_

Are you 18 years of age or older:                      Yes \_\_\_\_\_ No \_\_\_\_\_

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

If yes, state the nature of the crime(s), when and where convicted \_\_\_\_\_

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Note: No applicant will be denied employment solely on the grounds of a conviction of a criminal offense, the date of the offense, the surrounding circumstances and the relevance of the offense to the position(s) applied for may however be considered.

**Have you ever been terminated from any position?**                      Yes \_\_\_\_\_ No \_\_\_\_\_

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

**Position Preferences**

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

Salary Desired: Amount \$ \_\_\_\_\_ Per \_\_\_\_\_ (specify hour, week or year)

Are you capable of performing in a reasonable manner, the physical activities for which you have applied? \_\_\_\_\_

What days and hours are you available for work? \_\_\_\_\_

Are you available for work on weekends? \_\_\_\_\_

Would you be able to work overtime, if necessary? \_\_\_\_\_

Have you ever applied or worked at R.E. West Builders before? \_\_\_\_\_

Do you have any friends or relatives working for R.E. West Builders? \_\_\_\_\_

If hired would you have a reliable means of transportation to and from work? \_\_\_\_\_

**Education**

Name of School	City & State	Degree or # Yrs Comp.	Major of Subject	GPA

List any certificates earned or in progress, and/or any additional training programs not included in your formal education:

\_\_\_\_\_

\_\_\_\_\_

List any Professional Affiliations to which you belong (please do not list activities which would indicate age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief, or disability):

\_\_\_\_\_

\_\_\_\_\_

**Previous Employment**

List your current or most recent employment first. Include work related internships, military and volunteer work.

Current Employer		Position Title	
City & State		Reason for Leaving	
Telephone #		Salary	\$ Per
Supervisor's Name & Title		Dates of Employment	From: To:
May we contact current Employer?		Yes _____	No _____
Current Employer		Position Title	
City & State		Reason for Leaving	
Telephone #		Salary	\$ Per
Supervisor's Name & Title		Dates of Employment	From: To:
Current Employer		Position Title	
City & State		Reason for Leaving	
Telephone #		Salary	\$ Per
Supervisor's Name & Title		Dates of Employment	From: To:

**Professional References**

Name	Title & Company	Phone #	Professional Relationship

**Releases and Applicant's Signature**

In connection with my application for employment and as a condition of continuing employment, I understand that investigative background inquiries may be made on me including previous employers, schools, consumer credit, criminal convictions, motor vehicle, and other reports. These reports will include information as to my character, work habits, performance, education, compensation, and experience along with reasons for termination of employment from previous employers. Furthermore, I understand that the company may be requesting information from various federal, state and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences as well as claims involving me in the files of insurance companies. I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. I hereby consent to obtaining the above information from R.E. West Builders and/or any of their agents. This authorization and consent shall be valid in original, fax, or copy form.

\_\_\_\_\_  
Initials

All hiring and employment at R.E. West Builders is at will. I understand this application is not an employment contract, nor can it be used to create one. Employment by R.E. West Builders has no specific term and may be terminated by the employee or R.E. West upon notice. I acknowledge that R.E. West has not made any promises or representations that differ from those contained in this paragraph.

I understand I must provide satisfactory documents to establish my identity and right to work in the United States, if I am offered a position with R.E. West, and that failure to provide this evidence will result in the termination of my employment.

I release and agree to hold harmless any individual, company, or business institution or government agency from all liability with regard to furnishing information to R.E. West Builders. I agree to release and hold harmless R.E. West Builders from all liability with respect of such information.

I certify that the information I have furnished on this application form is true and complete. I understand that if any misrepresentation has been made by me verbally or in writing, any offer to employment made to me may be withdrawn or my subsequent employment with R.E. West Builders may be terminated.

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Applicant's Signature

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Date



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### Applicant Release

In connection with my application for employment (including contract for services) and as a condition of continuing employment, I understand that investigative background inquiries are to be made on me including consumer credit, criminal convictions, motor vehicle and other reports. These reports will include information as to my character, work habits, performance, education and experience along with reasons for termination of employment from previous employers. Further I understand that the company will be requesting information from various Federal, State, and other agencies which maintain records concerning my past activities relating to my driving, credit, criminal, civil and other experiences in the files of insurance companies.

I authorize without reservation, any party or agency contacted to furnish the above mentioned information and release all parties involved from liability and responsibility for doing so. I hereby consent to obtaining the above information from R.E. West Builders and/or any of their agents. This authorization and consent shall be valid in original, fax or copy form.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**The following information is required by law enforcement agencies and other entities for identification purposes when checking records. It is confidential and will not be used for any other purpose.**

Please Print Clearly:

Print Full Name: \_\_\_\_\_ Sex:  Male  Female

Print other names you have used: \_\_\_\_\_ Dates Used: \_\_\_\_\_

**Home Addresses (for last 7 years, list most current first – use back for more space):**

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

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Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Street: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ County: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_