

SEILER & ASSOCIATES, INC.

PROFESSIONAL SURVEYORS

An Equal Opportunity Employer

Application for Employment

We do not discriminate on the basis of race, color, religion, national origin, sex, age, or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Each question should be fully and accurately answered. No action can be taken on this application until all questions have been answered. Use blank paper if you do not have enough room on this application. *PLEASE PRINT*, except for signature on back of application. In reading and answering the following questions, be aware that none of the questions are intended to imply illegal preferences or discrimination based upon non-job-related information.

Job Applied for _____ Today's Date _____

Are you seeking: (check interest) Full-time Part-time Temporary employment?

Salary requirement _____ When could you start work? _____

Name _____

Present Address _____

City _____ State _____ Zip Code _____

Home Phone No. (____) _____

Are you 18 years of age or older? (If you are hired you may be required to submit proof of age.) Yes No

Social Security Number _____

If hired, can you furnish proof you are eligible to work in the U.S.?..... Yes No

Have you ever applied here before?..... Yes No

If yes, when? _____

Were you ever employed here?..... Yes No

If yes, when? _____

Have you ever been convicted of any law violation?

(Includes any Misdemeanor or Felony convictions. Do not include minor traffic violation)..... Yes No

If yes, give details _____

(Answering "Yes" does not automatically disqualify you from employment, since the nature of the offense, date, and the job for which you are applying will also be considered.)

Are you now/do you expect to be engaged in any other business/employment? Yes No

If yes, please explain. _____

All positions require driving on occasions:

Do you have a valid driver's license? Yes No

Driver's License Number _____ State _____ Class of License _____

Is this the same license you have held for the past three (3) years? Yes No

Have you had your driver's license suspended or revoked in the last 5 years? Yes No

If yes, give details: _____

List professional, trade, business or civic activities and offices held. (Exclude labor organizations and memberships which reveal race, color, religion, national origin, sex, age, disability or other protected status) _____

Educational Information

	Name of School	Years Completed	Diploma/Degree/Certificate	Subjects Studied
High School or GED:				
College or University				
Vocational or Technical				

(Check any that apply)
Now attending: Undergraduate School Graduate % complete _____

Other: Explain _____

List scholastic honors, scholarships, apprenticeship, and etc. _____

What skills or additional training do you have that are related to the job for which you are applying? _____

What machines or equipment can you operate that are related to the job for which you are applying? _____

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references.

Please give month and year

<i>Name of Employer</i>		<i>Job Title and Duties</i>
<i>Address</i>		<i>Date of Employment:</i> <i>From</i> _____ <i>To</i> _____
<i>City, State, Zip Code</i>		<i>Pay: Start \$</i> _____ <i>Final \$</i> _____
<i>Supervisor</i>	<i>Telephone</i>	<i>Reason for Leaving</i>
<i>Description of Duties (Indicate Significant Responsibilities, Accomplishments, Etc.):</i>		
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<i>Description of Duties (Indicate Significant Responsibilities, Accomplishments, Etc.) :</i>		

Have you worked under any other name(s)?..... Yes No

If yes, give name(s): _____

Are you presently employed? Yes No

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

Have you ever been fired from a job or asked to resign? Yes No

If yes, please explain: _____

Give three (3) emergency contact names:

	Name	Address	Phone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

EXPERIENCE: Indicate position held while performing each type of survey, i.e., rodman, instrument operator, crew chief, supervisor, technician, etc.

	<u>Yes</u>	<u>No</u>	<u>Position</u>
Boundary Surveys	_____	_____	_____
Deed Research	_____	_____	_____
Topographic	_____	_____	_____
A. Grid method	_____	_____	_____
B. w/Data Collector	_____	_____	_____
Construction Layout	_____	_____	_____
A. Slope Staking	_____	_____	_____
B. Sanitary Sewer	_____	_____	_____
C. Storm Sewer	_____	_____	_____
D. Water Systems	_____	_____	_____
Route Surveys	_____	_____	_____
A. Streets/Highways	_____	_____	_____
B. Public Utilities	_____	_____	_____
Mortgage Surveys	_____	_____	_____
As-built Surveys	_____	_____	_____
A. Commercial Development	_____	_____	_____
B. Utilities	_____	_____	_____
Aerial Photography Control	_____	_____	_____
U.S. Army Corp. Engineers	_____	_____	_____

What types of survey instruments and data collectors have you used?

What types of computers or calculators have you used?

Professional Associations and Registration (show states, types, and number):

PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING

I certify that all of the information that is provided in this employment application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I authorize and agree to cooperate in a thorough investigation of all statements made herein and other matters relating to my background and qualifications. I understand any investigation conducted may include a request for employment and educational history, consumer reports, investigative consumer reports, driving record, and criminal history. I authorize any person, school, current and former employer, consumer reporting agency, and any other organization or agency to provide information relevant to such investigation and I hereby release all persons and corporations requesting or supplying information pursuant to such investigation from all liability or responsibility to me or for doing so. I understand that I have the right to make a written request within a reasonable period of time for complete disclosure of the nature and scope of any investigation.

I agree that should a job offer be forthcoming, I will submit to a physical and further authorize any physician or hospital to release any information that may be necessary to determine my ability to perform the essential job functions for which I am being considered. This agreement will apply to this application and in the event that I am hired, to any future position(s) for which I may be considered.

I understand that compliance with the Company's Code of Conduct is a condition of my employment.

I understand I may be required to successfully pass a drug-screening examination. I hereby consent to pre-employment, post accident, upon reasonable suspicion or at random interval drug screens as a condition of my employment. I understand that failure to successfully pass a drug screen may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date.

I understand that by completing this application, I am doing nothing more than expressing my interest in working for the company. This application is not an employment agreement either in my part or the company's part, and no one may under any circumstance imply or infer differently. I understand that any subsequent employment does not create a contract of employment nor guarantee employment for any definite period of time. If employed, I understand that I have been hired at the will of the employer and my employment may be terminated at any time with or without cause and with or without notice.

I also understand that if Seiler & Associates, Inc. hires me, my employment will be on a probationary, trail basis for the first 90 days of said employment.

I have read, understand, and by my signature consent to these statements.

Signature: _____ Date _____

Notice: If you do not understand something about any element of any of the stipulations, do not sign this document. Get a satisfactory explanation first. This application for employment will remain active for a limited time.