

**CAMPOPIANO ROOFING, INC.
AUBURN BUILDERS SUPPLY, INC.**

Please Print Clearly in Ink

Mr. Mrs. Ms. Name _____
Last First MI

Current Address _____
Street Apt. No.

_____ City State Zip

Residence Phone () _____ - _____ Cell Phone () _____ - _____

DOB ____/____/____ SSN ____-____-____ email _____

Position Applied For _____

Type of Employment Sought: Permanent Full-time Part-time Summer

Employment Availability: Beginning ____/____/____ Upon ____ weeks notice to current employer

How did you hear about this position? _____

Are you related by blood or marriage to any person currently employed by this company? _____

If yes, please provide the name _____

In compliance with Federal and State opportunity laws, qualified applicants are considered for all positions without regard to race, color, creed, religion, sex, national origin, age, marital or veteran status, sexual orientation, or the presence of a non-job-related medical condition or disability. The Americans with Disability Act requires employers to provide reasonable accommodations for known physical or mental disabilities of applicants.

Education

School	Name and Location	Major	Graduated	Degree
Graduate			Yes No	
Undergraduate			Yes No	
Business/Trade Technical			Yes No	

Skills

Check the following skills and experiences which you possess.

Computer proficiency in: Microsoft Word Microsoft Excel
 Microsoft Access Microsoft Power Point
 Quick Books Pro Internet Explorer

Office: Sales Marketing Clerical Reception Estimating Management

Roofing: Repair work Tear-offs

Siding: Repair work Coil work Copper work Standing seam CDL Carpentry

Please list any additional knowledge, training, skills, and qualifications you may have: _____

Have you ever been convicted of a crime, excluding misdemeanors and summary offenses? _____

If yes, Describe in full, including the date, city, state, and disposition of the conviction. (Inclusion of this information will not automatically disqualify an applicant from employment consideration. The type, seriousness, frequency of violations, age at time and date of conviction, work history, and education will all be taken into consideration.)

Do you currently have any criminal charges pending against you? _____

If yes, please indicate the nature of the charges. _____

I agree that the employer may check records regarding this information. To the best of my knowledge the information provided is true and complete. I understand that should I falsify or omit any information, it could be grounds for not hiring or for dismissal.

Signed _____ Date ____/____/_____

References

List individuals most familiar with your skills and qualifications. Do not list relatives or supervisors already identified on this application.

Name	Years Known	Home/Business address	Home/Business phone

Employment History

Using a separate section for each position, describe in detail all work experience beginning with your present or most recent job. Include periods of unemployment, self-employment, military service, internships, volunteer and summer work. Be sure to indicate whether employment was full-time or part-time, and if part-time, indicate percent of part-time. Use supplemental sheets if necessary.

Employer _____ Phone () _____

Address _____
Number Street City State Zip

Position _____

Description of primary responsibilities _____

Supervisor _____ email _____
Name & Title

Dates Employed From ___/___/___ To ___/___/___ Full-time Part-time ___% time

Reason for Leaving _____

Employer _____ Phone () _____

Address _____
Number Street City State Zip

Position _____

Description of primary responsibilities _____

Supervisor _____ email _____
Name & Title

Dates Employed From ___/___/___ To ___/___/___ Full-time Part-time ___% time

Reason for Leaving _____

Employer _____ Phone () _____

Address _____
Number Street City State Zip

Position _____

Description of primary responsibilities _____

Employment History Cont...

Supervisor _____ email _____
Name & Title

Dates Employed From ___/___/___ To ___/___/___ Full-time Part-time ___% time

Reason for Leaving _____

Employer _____ Phone () _____

Address _____
Number Street City State Zip

Position _____

Description of primary responsibilities _____

Supervisor _____ email _____
Name & Title

Dates Employed From ___/___/___ To ___/___/___ Full-time Part-time ___% time

Reason for Leaving _____

Employer _____ Phone () _____

Address _____
Number Street City State Zip

Position _____

Description of primary responsibilities _____

Supervisor _____ email _____
Name & Title

Dates Employed From ___/___/___ To ___/___/___ Full-time Part-time ___% time

Reason for Leaving _____

We may contact the employers listed above, unless you indicate below those you do not wish us to contact.

Employer _____ Reason _____

Employer _____ Reason _____

Certification

I certify to the best of my knowledge and belief that the responses given above are true and complete. In addition, I hereby authorize my current and former employers (including U.S government and the U.S. military), personal references, registration and licensing boards, and educational institutions listed on my application for employment to provide Campopiano Roofing, Inc. and Auburn Builders Supply, Inc. – Extension with any job-related references or information requested. Campopiano Roofing, Inc. and Auburn Builders Supply, Inc are authorized to conduct a police and court investigation of my background if relevant to the job for which I am applying.

I understand that any misrepresentation or omission of material on this application may result in my disqualification or dismissal. I understand that acceptance of an offer of employment does not create an obligation of the employer for continual employment.

Signature _____ Date ___/___/_____

Please return the completed application to: Kathy Campopiano