

# HERBACK

## GENERAL ENGINEERING

### EMPLOYMENT APPLICATION

Herback General Engineering, LLC (HGE) is an equal opportunity employer. Race, color, religion, age, sex disability, marital, or veteran status, place of national origin and other categories protected by law are not factors in employment, promotion, compensation or working conditions.

Date: \_\_\_\_\_ Position Applied for: \_\_\_\_\_

OSHA - 10 Hr Construction Safety & Health Course - Please supply HGE with a copy.

Full Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Address: \_\_\_\_\_

Street City State Zip Code  
Cell phone # \_\_\_\_\_ Home Phone # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Do you have a valid Driver's License? \_\_\_\_\_ State/License # \_\_\_\_\_

List any accidents or tickets you have received in the past five (5) years:

\_\_\_\_\_

A background check on your driving record WILL be done upon employment.

As an employee of Herback General Engineering, LLC some duties you will be asked to perform include driving a vehicle for extended periods of time, climbing up and down into equipment, shoveling and lifting heavy objects.

Can you perform these tasks without accommodations? \_\_\_\_\_

If not, what accommodations will be necessary to enable you to perform these tasks?

\_\_\_\_\_

Have you been convicted of a felony (excluding any sealed or expunged convictions)?

(circle one) NO YES (explain) \_\_\_\_\_

Note: No applicant will be denied employment solely on the grounds of a conviction of a criminal offense. The nature of the 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.

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### GENERAL INFORMATION REGARDING EMPLOYMENT

Hourly Rate of Pay Desired: \_\_\_\_\_

If hired, what date could you start work? \_\_\_\_\_

What hand tools, if any, do you own? \_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

#### EDUCATION

Did you attend High School? \_\_\_\_\_ Year Graduated \_\_\_\_\_

Did you attend Trade School? \_\_\_\_\_ Year Graduated \_\_\_\_\_

Did you attend College? \_\_\_\_\_ Year Graduated \_\_\_\_\_

#### SPECIAL SKILLS

Do you speak, write or understand any foreign language? Yes \_\_\_\_\_, No (circle one)

Do you have any other experience, training, qualifications or skills, which you feel makes you especially suited for work at Herback General Engineering, LLC (circle one) NO YES (explain) \_\_\_\_\_

Do you hold any licenses? \_\_\_\_\_ Please list: \_\_\_\_\_

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### EMPLOYMENT HISTORY

List all previous employers starting with your present or most recent position (last 10 years):

✓ **Name of Company:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: (\_\_\_\_\_) \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay? \_\_\_\_\_  
Duties: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

✓ **Name of Company:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: (\_\_\_\_\_) \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay? \_\_\_\_\_  
Duties: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

✓ **Name of Company:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: (\_\_\_\_\_) \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay? \_\_\_\_\_  
Duties: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

✓ **Name of Company:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: (\_\_\_\_\_) \_\_\_\_\_  
Dates of Employment: From: \_\_\_\_\_ to \_\_\_\_\_ Rate of Pay? \_\_\_\_\_  
Duties: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**HERBACK**  
**GENERAL ENGINEERING**

**DRUG TESTING PROGRAM**

**NOTICE TO APPLICANTS**

Herback General Engineering, LLC has a vital interest in maintaining safe, healthful and efficient working conditions for its customers and employees. Using or being under the influence of drugs and/or alcohol on the job may pose serious safety and health risks not only for the user, but to the public and all those who work with the user. The possession, use or sale of an illegal drug or controlled substance may also pose unacceptable risks to safe, healthful and efficient operations.

To meet this compelling interest, individuals who wish to be considered for employment must agree to  
PRE-PLACEMENT DRUG TESTING AND DRUG AND ALCOHOL TESTING DURING EMPLOYMENT.

By completing and signing this Notice and the attached Application of Employment, the applicant understands and agrees to submit to drug testing as a condition of our employment offer as well as to alcohol and drug testing during the course of employment as provided for in Herback General Engineering, LLC's Drug and Alcohol Policy. The applicant further understands and agrees to release Herback General Engineering, LLC and its directors, officers, agents, employees, parents, subsidiaries and affiliated concerns from any and all liability, claims, demands, damages and causes of action of every kind and nature arising out of or resulting from or in connection with submitting to drug and alcohol testing and any decision concerning employment made by Herback General Engineering, LLC in whole or in part, based upon the results of drug and alcohol testing. Submission of an altered or adulterated specimen or the substitution of a specimen by the applicant will result in a withdrawal of the employment offer.

**ANY APPLICANT WHO IS UNWILLING TO AGREE TO THESE CONDITIONS SHOULD NOT APPLY FOR EMPLOYMENT WITH HERBACK GENERAL ENGINEERING, LLC.**

\_\_\_\_\_, \_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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Please read and initial each paragraph below (if there is any portion of this page that you do not understand, please ask the interviewer about it before signing).

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given are true and correct to the best of my knowledge. \_\_\_\_\_ INITIAL

I hereby authorize Herback Engineering, LLC to thoroughly investigate my references, work records, education and other matters related to my suitability for employment. In addition, I hereby release Herback General Engineering, LLC, my current and former employers, and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of, or in any way related to such investigation or disclosure. \_\_\_\_\_ INITIAL

I understand that nothing in the application or conveyed to me during any interview which may be granted, as intended to create an employment contract, implied or explicit, between me and Herback General Engineering, LLC. In addition, I understand and agree that if I am employed my employment relationship with Herback General Engineering, LLC is strictly voluntary and at our mutual will. I understand that as employed, my employment is for no definite period and may be terminated at any time, with or without prior notice, with or without reason or cause, at the option of either myself or Herback General Engineering, LLC and that no promises or representations contrary to the foregoing are binding on Herback General Engineering, LLC unless made in writing and signed jointly by the president/CEO and myself. \_\_\_\_\_ INITIAL

If the position applied for requires driving in the course of work, I understand that I will be required to possess a valid and current Nevada driver's license and understand that I will be required to provide a copy of my official driving record and a proof of insurance certification. I also understand that any offer of employment is contingent on my ability to be covered by Herback General Engineering, LLC auto insurance, if required for my position. \_\_\_\_\_ INITIAL

My signature below certifies that I have read and understand this complete page, and agree to the terms and conditions outlined in this document.

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Print Name Signature Date