



## *Application for Employment*

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### PERSONAL INFORMATION:

Name: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

City, State & Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

If employed, would you be eligible to get a Commercial Driver's License (CDL)? YES / NO

### JOB RELATED INFORMATION:

Position applying for: \_\_\_\_\_ Rate of pay requested: \_\_\_\_\_

Available Start Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

If any, please list any friends or relatives currently working for John T. Morgan Roofing:

Have you been convicted of a felony during the past ten (10) years? If so, please explain type of conviction and date: \_\_\_\_\_

*\*A conviction will not automatically bar you from employment. Date of conviction, as well as the type of crime & relationship of crime to the position, will be considered in making our employment decision*

If employed by John T. Morgan, would you be able to meet the company's attendance requirements? (*Regular attendance is required*) YES / NO

Are you legally eligible to work in the United States? YES / NO

*\*As required by law, verification of eligibility must be provided*

**DRIVING INFORMATION:**

Valid Virginia driver's license? YES / NO

*\*A copy of your driving record will be required prior to orientation. A conviction will not automatically bar you from employment.*

Vehicles Driven: Trucks? YES / NO Dump Trucks? YES / NO Forklift? YES / NO

*\*If hired, a truck driver's test may be given when you report to work*

**EMPLOYMENT HISTORY:**

*Please list below all present and past employment, beginning with your most recent job. Use the back of this page if necessary.*

<u>Company, Address &amp; Phone</u>	<u>Date of Employment (Start - End)</u>	<u>Type of Work &amp; Supervisor</u>	<u>Hourly Wage Start</u>	<u>Hourly Wage End</u>	<u>Reason For Change</u>

May we contact the above employers? YES / NO

If no, please indicate which employers you do not wish us to contact: \_\_\_\_\_

Which of the above jobs did you enjoy the most, explain? \_\_\_\_\_

Which of the above jobs did you enjoy the least, explain? \_\_\_\_\_

EDUCATION:

High School: \_\_\_\_\_ City & State: \_\_\_\_\_

College: \_\_\_\_\_ City & State: \_\_\_\_\_

*\*Your educational history will be considered only if it is an essential function of your job*

ROOFING:

*Built-Up Roofing*

Do you know the different types of felt? \_\_\_\_\_

Do you know the different types of asphalt? \_\_\_\_\_

Give the temperature for pitch asphalt at kettle point: \_\_\_\_\_ at application point: \_\_\_\_\_

Give the temperature for dead level asphalt at kettle point: \_\_\_\_\_ at application point: \_\_\_\_\_

Give the temperature for steep asphalt at kettle point: \_\_\_\_\_ at application point: \_\_\_\_\_

Give the temperature for extra steep asphalt at kettle point: \_\_\_\_\_ at application point: \_\_\_\_\_

Can you install flashings? YES / NO Mop? YES / NO Set Paper? YES / NO

Fire Kettle? YES / NO

*Single Ply Roofing*

How many inches are a field seam lap with EPDM? \_\_\_\_\_

What thicknesses are EPDM rubber available in? \_\_\_\_\_

What size are rolls of EPDM? \_\_\_\_\_

How long is the waiting period after gluing until caulking is applied? \_\_\_\_\_

*Modified Bitumen Roofing*

Do you know the different types of Modified Bitumen? \_\_\_\_\_

Do you know the weight of the rolls? \_\_\_\_\_

Do you know how many inches the side laps are on Modified? \_\_\_\_\_

**EXPERIENCE:**

*Please check all that apply:*

Built-Up: \_\_\_\_\_ Modified Bitumen: \_\_\_\_\_ Single Ply: \_\_\_\_\_ Shingles: \_\_\_\_\_

Wood Shakes: \_\_\_\_\_ Slate: \_\_\_\_\_ Metal: \_\_\_\_\_ Standing Seam: \_\_\_\_\_

Flat Lock: \_\_\_\_\_ Gutter: \_\_\_\_\_ Solder: \_\_\_\_\_ Other: \_\_\_\_\_

How long have you worked with each type of roofing? \_\_\_\_\_

What specific jobs did you have on the roof? \_\_\_\_\_

Do you know the types of metal and gauges? \_\_\_\_\_

What tools do you own? \_\_\_\_\_

*\*Roofing tools recommended: Hammer, trowel, utility knife, roller, scissors, tape measure, chalk line*

*\*Sheet Metal tools recommended: Hammer, Left snip, Right snip, Straight Snip, Hand tongs, Tinner's Hammer, Roller, Scissors, taper measure*

**REFERENCES:**

<u>Name</u>	<u>Address</u>	<u>Phone</u>

What other experience and/or skills do you have which qualify you for the applied position?

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I understand and agree that the information I have provided (or will provide) in the application process, including this application, is true and complete. I understand that if employed, false statements on this application will result in my dismissal. I understand that, if I am employed, that my employment relationship with John T. Morgan Roofing & Sheet Metal will be at my will.

As a condition of my employment, I understand that I will be subject to drug screening. I understand and consent to such drug screening and realize that a positive drug test, as well as a refusal to take a drug test, will prohibit my employment with John T. Morgan Roofing & Sheet Metal. I release John T. Morgan Roofing & Sheet Metal from any and all claims arising out of the drug testing.

I understand and agree that John T. Morgan Roofing & Sheet Metal will contact my previous employers concerning my work history and performance. I release John T. Morgan Roofing & Sheet Metal from all liability arising out of such inquiry.

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Signature

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Date