CoBuilt
CONSTRUCTION SERVICES

APPLICATION FOR EMPLOYMENT
COBUILT CONSTRUCTION SERVICES, LLC

CoBuilt Construction Services, LLC is an equal employment opportunity employer and will not discriminate against any applicant or employee on any grounds protected under federal, state, or local statute, ordinance or regulation, including race, color, creed, religion, age, sex, sexual orientation, national origin, ancestry, marital status, pregnancy, disability (including those related to pregnancy or childbirth), genetic information, status with regard to public assistance, membership or non-membership in a labor organization, military, National Guard or reserve service, complaining in good faith to the Employer or to a public authority, or any other characteristic or activity protected under federal, state or local statute, ordinance or regulation. None of the questions in this application are intended to elicit information regarding any protected characteristics, nor imply any limitation, illegal preferences or discrimination based upon non-job-related information or protected characteristics. CoBuilt Construction Services, LLC complies with all applicable legal requirements in its hiring process and related tests and background checks.

If you are hired by CoBuilt Construction Services, LLC you will be employed on an at-will basis. As an at-will employee, you may terminate your employment at any time, for any reason, with or without cause, notice or prior warning. Similarly, if you are hired, CoBuilt Construction Services, LLC will have the right to terminate your employment at any time, for any reason, with or without cause, notice or prior warning or discipline. No CoBuilt Construction Services, LLC supervisor or manager has the authority to offer or promise anything other than at-will employment, and no subsequent transfer, promotion or change in your employment will affect your at-will employment status.

Answer ALL Questions Completely - Please Print - Be Sure to Complete ALL Questions!

Positions Applied For_____ Date of Application_____

Name _____ Current Date_____
First Middle Last

Have you ever used another name or an alias in your previous employment or education, or in connection with a criminal conviction or plea? ☐ Yes ☐ No If yes, what?_____

Present Address_____

Permanent Address _____ Social Security No. _____

Home Phone No. _____ Other phone at which you can be reached (present work # if employed)_____

If hired, can you provide proof that you are 18 years of age, or older? ☐ Yes ☐ No If no, explain _____

If hired, can you provide proof that you are eligible to work in the United States? ☐ Yes ☐ No If no, explain _____

Have you applied for work or worked at our Company before? ☐ Yes ☐ No If yes, when, what position, and reason for leaving?

Are you available to work at any time of the day or week as needed? ☐ Yes ☐ No
If no, please explain any work scheduling limitations_____

Date You Can Start _____ Desired Wage or Salary $ _____

Have you ever been convicted of or pled guilty or no contest to a crime? (Minor traffic violations may be omitted.) ☐ Yes ☐ No
If yes, provide the date, location and circumstances and identify the offense(s) and jurisdiction(s) _____

IF YOU WISH TO BE CONSIDERED FOR POSITIONS THAT REQUIRE DRIVING, PLEASE ANSWER THESE QUESTIONS:

Do you hold a current, valid and unrestricted driver's license(s)? ☐ Yes ☐ No If yes, what class of license(s) and which state(s)?

Have you received DWI, DUI or other driving violations within the last two years? ☐ Yes ☐ No
If yes, please explain:_____

Have you ever had auto insurance denied or canceled?
☐ Yes ☐ No If yes, please explain:_____

Please provide education information if you wish to be considered now or in the future for a supervisory or office position:

Education	Name and Location of School	No. of Years	Did you Graduate?	Major
Elementary				
High School				
College				
Trade				
Business				

Have you served in the Military?_____If Yes, which Branch and rank and nature of discharge?_____
Briefly describe any military training or experience related to position applied for _____

Have you ever worked in a position similar to the one for which you are applying? _____

If experienced in using tools or equipment which might be helpful on this job, or if you hold a state journeyman or any related public or private licenses, certificates or competency cards, please provide details, including issuing authority and any license or other numbers _____

Where have you gained this experience? _____

Are you acquainted with anyone who is or was employed by our Company? ☐ Yes ☐ No If yes, who, and how do you know them?_____

WORK HISTORY -- List all employers during last ten years, with present or last employer first. If more space is needed, use additional pages.

EMPLOYER NAME, ADDRESS & TELEPHONE	POSITION & FINAL PAY RATE	SUPERVISOR	DATES OF EMPLOYMENT
_____ _____ _____ _____ _____ _____ _____ _____	Position: _____ _____ Duties: _____ _____ _____ _____ Circle: Part-time/Full-time Final Pay Rate: _____	Name: _____ _____ Still there? ☐ Yes ☐ No Telephone (w/area code): _____	From: _____ To: _____ Check One: 1. ☐ Laid off 2. ☐ Resigned 3. ☐ Discharge What reason were you given, if 1 or 3: _____
_____ _____	Position: _____ _____ Duties: _____ _____	Name: _____ _____ Still there? ☐ Yes ☐ No	From: _____ To: _____ Check One:

_____ _____ _____ _____ _____ _____	_____ _____ Circle: Part-time/Full-time Final Pay Rate: _____	Telephone (w/area code): _____	1. ☐ Laid off 2. ☐ Resigned 3. ☐ Discharge What reason were you given, if 1 or 3: _____
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_____ _____ _____ _____ _____ _____ _____ _____	Position: _____ _____ Duties: _____ _____ _____ _____ Circle: Part-time/Full-time Final Pay Rate: _____	Name: _____ _____ Still there? ☐ Yes ☐ No Telephone (w/area code): _____	From: _____ To: _____ Check One: 1. ☐ Laid off 2. ☐ Resigned 3. ☐ Discharge What reason were you given, if 1 or 3: _____

List all Periods of Unemployment Since You Finished School.

From: _____ To: _____
From: _____ To: _____

How did you spend this time? (Please do not provide any specific information related to medical conditions.)

_____
_____

Have you ever been fired, laid off or asked to resign by an employer? ☐ Yes ☐ No If yes, please explain _____
_____

May we contact the employers listed above? ☐ Yes ☐ No If no, please explain _____

_____

Are you on layoff status and eligible for recall or eligible for referral for hire by a hiring hall or employment service? ☐ Yes ☐ No

REFERENCES: Give the names of three persons not related to you, whom you have known at least one year, as references we can contact.

INDIVIDUAL'S NAME	PHONE	COMPLETE ADDRESS	TYPE OF BUSINESS	YEARS KNOWN
1.				
2.				
3.				

CoBuilt Construction Services, LLC may require that its employees be available for work throughout Minnesota and beyond as work requires. Are you prepared to work, including overnight stays on occasion, wherever CoBuilt Construction Services, LLC may assign you?

☐ Yes ☐ No If no, please explain _____

CoBuilt Construction Services, LLC requires that each employee purchase a specified set of hand tools as a condition of employment. Each individual employee is responsible for having access to these tools each day, and the employee is responsible for transporting his/her own tools to each project or job site. Are you willing to purchase such tools and do you have a valid drivers license and access to a vehicle sufficient to transport tools to and between job sites on a daily basis?

☐ Yes ☐ No If no, please explain _____

Do you plan to work for any other employer or engage in self-employment during your period of employment with CoBuilt Construction Services, LLC?

☐ Yes ☐ No If yes, please explain _____

Are there any employer policies, requirements, terms or conditions of employment or types of work which you are unwilling to accept if you are offered employment?

☐ Yes ☐ No If yes, please explain _____

Have you ever worked in our industry at any time not listed above:

☐ Yes ☐ No If yes, give details _____

You may be asked to provide a medical history, submit to a drug and/or alcohol test and/or physical/medical examination if you are made a conditional offer of employment. Are you willing to do so?

☐ Yes ☐ No

CoBuilt Construction Services, LLC has policies on sexual harassment and equal employment opportunity, policies which require employees to perform all assigned work and mandatory overtime, policies requiring wage or salary deduction authorizations by employees for employer property, debts or monies not returned or repaid, an at-will employment policy, solicitation and distribution policies and policies requiring employees to observe all standards of conduct, policies and work rules of CoBuilt Construction Services, LLC, and, for certain employees, confidentiality, non-solicitation and/or non-competition agreement requirements and a complaint policy. Applicants may review these policies at our office. Do you agree, if hired, to comply with these and all other current or subsequently adopted CoBuilt Construction Services, LLC policies and requirements?

☐ Yes ☐ No If not, please explain

ACKNOWLEDGMENT: PLEASE READ AND SIGN (if you agree)

By my signature below, I promise that the information provided in this employment application (and any related information provided by me) is true and complete, and I understand that any false or misleading information or significant omissions may disqualify me from further consideration for employment, and may lead to my dismissal from employment, if discovered at a later date, no matter how long I have been employed. I agree to immediately notify CoBuilt Construction Services, LLC if I should be convicted or plead guilty to any crime while my job application is pending, or during my period of employment if hired by CoBuilt Construction Services, LLC.

I authorize CoBuilt Construction Services, LLC (the "Employer") to obtain and/or to provide any and all information and opinion which the Employer elects to obtain, use or provide in connection with my application for employment and/or any employment with the Employer, prior to, during and after my employment. Such information and opinion may be sought from any and all prior employers (except as noted above), schools or other persons or organizations who may have information the Employer deems relevant in connection with my application for employment and during my employment, and may be provided by the Employer in response to any request for information and opinion concerning my employment or my separation from employment with the Employer, to any and all banks or mortgage companies, governmental agencies, insurers, prospective employers or other schools, persons or organizations deemed appropriate for receipt of such information by the Employer. I understand that the Employer may provide any and all information and opinion, which may include, but are not limited to, opinions about my conduct, performance, attendance, or any other aspect of my reputation or character, which may be positive or negative. I agree to hold the Employer (including its principals, employees, agents, consultants, attorneys and insurers) and any such other employer, school, person or organization providing or receiving any such information and opinion, harmless and free of any and all claims or causes of action arising from any such provision or receipt of information and opinion, no matter what its character.

I UNDERSTAND THAT THIS APPLICATION DOES NOT CREATE A CONTRACT OF EMPLOYMENT. I UNDERSTAND THAT, IF HIRED, I AM OBLIGATED TO COMPLY WITH ANY AND ALL CURRENT AND SUBSEQUENTLY ADOPTED COBUILT CONSTRUCTION SERVICES, LLC POLICIES, AND THAT COBUILT CONSTRUCTION SERVICES, LLC DOES NOT OFFER CONTRACTS, PROMISES OR REPRESENTATIONS RELATED TO EMPLOYMENT. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD OF TIME, AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF WAGES OR SALARY, BE TERMINATED AT ANY TIME FOR ANY REASON, WITH OR WITHOUT CAUSE, NOTICE OR PRIOR WARNING OR DISCIPLINE. I UNDERSTAND THAT NO PERSON IS AUTHORIZED TO CHANGE ANY OF THE TERMS MENTIONED IN THIS EMPLOYMENT APPLICATION.

Applicant's Signature _____ Date _____