

Riley Hays Roofing & Construction
13423 Kanis Road, Little Rock AR 72211
501-747-1400 | office@rileyhays.com

Employment Application

Riley Hays Roofing & Construction (RHR&C) is an equal opportunity employer. As such, RHR&C does not discriminate in employment decisions based upon characteristics protected by law.

Applicant Information

Name _____ Date _____

Address _____

E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? ____ Yes ____ No

(Please note, presentation of acceptable employment eligibility documentation is a prerequisite for employment.)

Do you have a valid drivers license? ____ Yes ____

Have you ever been convicted of a felony? ____ Yes ____ No

If yes, please explain here _____

Employment Desired

Position(s) applying for _____

Date available to start _____ Desired salary _____

Are you looking for part time or full time work? ____ Full time ____ Part time

Are you available to work overtime during the regular work week? ____ Yes ____ No

Are you available to work weekends if **required**? ____ Yes ____ No

Do you have any roofing or construction experience? ____ Yes ____ No

If yes, please explain your experience and how many years/months

Employment History

Please provide 3 previous employers, starting with most recent

Employer name _____

Employer phone number _____ Job title: _____

Dates of employment _____ May we contact? ____ Yes ____ No

Summarize job duties/responsibilities _____

Reason for leaving _____

Employer name _____

Employer phone number _____ Job title: _____

Dates of employment _____ May we contact? ____ Yes ____ No

Summarize job duties/responsibilities _____

Reason for leaving _____

Employer name _____

Employer phone number _____ Job title: _____

Dates of employment _____ May we contact? ___ Yes ___ No

Summarize job duties/responsibilities _____

Reason for leaving _____

References

Please list 3 references that we may contact

Name _____ Phone number _____

Relationship to you _____

Name _____ Phone number _____

Relationship to you _____

Name _____ Phone number _____

Relationship to you _____

Disclaimer & Signature

I attest with my signature below that I have provided true and complete information on this employment application. I authorize Riley Hays Roofing & Construction to contact references provided for employment reference checks. If any information I provided is untrue, or if I have concealed pertinent information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Date _____ Signature _____