

SARGENT CORPORATION

IS AN EQUAL OPPORTUNITY, AFFIRMATIVE ACTION, DRUG-FREE EMPLOYER
 WOMEN AND MINORITIES ARE ENCOURAGED TO APPLY

EMPLOYMENT APPLICATION

MI	<p><u>EQUAL OPPORTUNITY</u></p> <p>Sargent Corporation affords equal employment opportunity to all qualified persons without regard to race, color, religion, sex, age, national origin or veteran status. Women and minorities are encouraged to apply.</p>
FIRST NAME	<p><u>SUBSTANCE ABUSE TESTING</u></p> <p>The position for which you are applying requires that, if selected for employment or placed on a roster of eligibility, you must submit to a substance abuse test and receive a negative result before being employed. Each person being tested will receive a copy of Sargent Corporation's Substance Abuse Testing Policy if and when a conditional offer of employment is extended. You may review a copy of the policy during regular office hours at the address listed above or at any project or field office. You may obtain further information by calling the telephone number listed above. Where permitted or required by law employees are also subject to random and for cause drug testing.</p>
LAST NAME	<p><u>MAINTENANCE OF APPLICATIONS</u></p> <p>Sargent Corporation normally keeps applications active for six (6) months from the date of application.</p> <p>NOTICE TO APPLICANT: NOTWITHSTANDING THE SUBMISSION OF A RESUME OR ANY OTHER MATERIAL, NO APPLICANT WILL BE CONSIDERED FOR EMPLOYMENT BY SARGENT CORPORATION UNLESS HE/SHE HAS COMPLETED THIS APPLICATION IN FULL. THE PROVIDING OF ANY INCOMPLETE, FALSE OR MISLEADING INFORMATION IN THIS APPLICATION, IN ANY RESUME OR SUPPORTING DOCUMENT, OR IN THE EMPLOYMENT SCREENING OR INTERVIEW PROCESS SHALL BE SUFFICIENT GROUNDS TO REFUSE TO EMPLOY OR, HAVING BEEN EMPLOYED, TO IMMEDIATELY DISCHARGE.</p>

I. GENERAL INFORMATION	
POSITION APPLIED FOR:	
<input type="checkbox"/> clerical <input type="checkbox"/> estimator <input type="checkbox"/> field cost manager <input type="checkbox"/> foreman, earth <input type="checkbox"/> heavy equipment operator	<input type="checkbox"/> laborer <input type="checkbox"/> layout surveyor <input type="checkbox"/> mechanic <input type="checkbox"/> project engineer <input type="checkbox"/> project manager
<input type="checkbox"/> superintendent, earth <input type="checkbox"/> truck driver, off road <input type="checkbox"/> truck driver, over the road <input type="checkbox"/> other _____	
ADDRESS:	TELEPHONE/CELL PHONE/PAGER NUMBERS AT WHICH YOU MAY BE REACHED:
EMAIL ADDRESS, IF ANY:	
SOCIAL SECURITY NUMBER:	ARE YOU AT LEAST 18 YEARS OLD? <input type="checkbox"/> YES <input type="checkbox"/> NO
HAVE YOU EVER WORKED FOR SARGENT CORPORATION BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES WHEN? _____	

<p>IF YOU ARE APPLYING TO DRIVE OR TO OPERATE EQUIPMENT, PLEASE CHECK BELOW ALL VEHICLES OR EQUIPMENT WITH WHICH YOU HAVE EXPERIENCE AND PLEASE INDICATE IN THE PARENTHESES THE NUMBER OF YEARS EXPERIENCE YOU HAVE WITH EACH VEHICLE OR PIECE OF EQUIPMENT.</p>			
<input type="checkbox"/> 10 wheeler () <input type="checkbox"/> 18 wheeler () <input type="checkbox"/> dump truck - off road () <input type="checkbox"/> dump truck - over the road () <input type="checkbox"/> backhoe () <input type="checkbox"/> bulldozer - large ()	<input type="checkbox"/> bulldozer - small () <input type="checkbox"/> crane - hydraulic () (weight:) <input type="checkbox"/> crane - lattice boom () (weight:) <input type="checkbox"/> crusher () <input type="checkbox"/> excavator - rubber () <input type="checkbox"/> excavator - track ()	<input type="checkbox"/> forklift () <input type="checkbox"/> grader () <input type="checkbox"/> loader () <input type="checkbox"/> roller () <input type="checkbox"/> other - PLEASE SPECIFY:	
<p>PLEASE CHECK BELOW ALL SKILLS THAT YOU HAVE, TASKS YOU HAVE REGULARLY PERFORMED AND TOOLS/EQUIPMENT YOU HAVE USED.</p>			
<p>EARTHWORK</p> <input type="checkbox"/> place backfill <input type="checkbox"/> check grades <input type="checkbox"/> install silt fence <input type="checkbox"/> install pipeline <input type="checkbox"/> mass excavation <input type="checkbox"/> utility trench excavation <input type="checkbox"/> fine grade work <input type="checkbox"/> precast concrete <input type="checkbox"/> soil testing (certified) <input type="checkbox"/> landscaping <input type="checkbox"/> laser, transit level	<p>SUPERVISION/LAYOUT:</p> <input type="checkbox"/> supervise crew (size _____) <input type="checkbox"/> survey <input type="checkbox"/> read plans and specs	<p>TRAINING</p> <input type="checkbox"/> OSHA 10 HOUR <input type="checkbox"/> OSHA 30 HOUR <input type="checkbox"/> OSHA 40 HOUR hazwopper <input type="checkbox"/> confined space <input type="checkbox"/> competent person excavation <input type="checkbox"/> utility trench excavation	<p>WELDING</p> <input type="checkbox"/> F.C.A.W. <input type="checkbox"/> G.M.A.W. <input type="checkbox"/> G.T.A.W. <input type="checkbox"/> S.M.A.W. <input type="checkbox"/> field welding techniques <input type="checkbox"/> purging <input type="checkbox"/> cut with oxy/acetylene <input type="checkbox"/> use backing (fiberglass/ceramic)
<p>DO YOU HOLD A VALID DRIVER'S LICENSE? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF YES, PLEASE STATE THE CLASS OF LICENSE HELD:</p> <p><input type="checkbox"/> CLASS A (TRACTOR-TRAILER) <input type="checkbox"/> CLASS B (TRUCK) <input type="checkbox"/> CAR</p>		<p>PLEASE LIST ALL ENDORSEMENTS AND/OR RESTRICTIONS TO LICENSE:</p>	
<p>DO YOU HAVE A VALID COMMERCIAL DRIVER'S LICENSE (CDL)?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO CDL NUMBER:</p>		<p>LICENSE NUMBER:</p>	
<p>STATE FROM WHICH LICENSE WAS ISSUED:</p>		<p>WITHIN THE LAST FIVE (5) YEARS, HAVE YOU HAD ANY LICENSE TO OPERATE ANY MOTOR VEHICLE SUSPENDED OR REVOKED BY ANY AUTHORITY FOR ANY REASON? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF YES, PLEASE ATTACH A SEPARATE PAGE AND STATE THE DATE(S) AND REASON(S) FOR THE SUSPENSION(S) OR REVOCATION(S).</p>	
<p>TRAVEL TO CONSTRUCTION PROJECTS AS WELL AS ROUTINE OVERTIME AND SATURDAY WORK ARE COMMON. YOU MUST BE WILLING TO TRAVEL WHEN AND WHERE ASSIGNED AND BE AVAILABLE TO WORK HOURS AS DETERMINED BY SARGENT CORPORATION. THE COMPANY PROVIDES TRAVEL EXPENSES AND DOUBLE-OCCUPANCY HOTEL ACCOMODATIONS WHEN EMPLOYEES ARE REQUIRED TO TRAVEL SPECIFIED DISTANCES AND STAY AWAY FROM HOME.</p>			
<p>ARE YOU WILLING TO TRAVEL? <input type="checkbox"/> YES <input type="checkbox"/> NO</p>		<p>CAN YOU RELIABLY GET TO JOB SITES? <input type="checkbox"/> YES <input type="checkbox"/> NO</p>	
<p>ARE YOU WILLING TO BE REASONABLY AVAILABLE FOR OVERTIME AND SATURDAY AND SUNDAY WORK WHEN REQUIRED? <input type="checkbox"/> YES <input type="checkbox"/> NO</p>			
<p>WHAT IS THE EARLIEST DATE YOU ARE AVAILABLE TO START WORKING?</p>			
<p>III. WORK HISTORY</p>			
<p>PLEASE PROVIDE YOUR WORK HISTORY, BEGINNING WITH YOUR MOST RECENT JOB. PLEASE ATTACH ADDITIONAL PAGES IF NECESSARY.</p>			
<p>NAME, ADDRESS AND TELEPHONE NUMBER OF EMPLOYER:</p>		<p>BRIEF DESCRIPTION OF WORK PERFORMED:</p>	

NAME AND TELEPHONE NUMBER OF SUPERVISOR:	DATES OF EMPLOYMENT: FROM: TO:
REASON FOR LEAVING:	
NAME, ADDRESS AND TELEPHONE NUMBER OF EMPLOYER:	BRIEF DESCRIPTION OF WORK PERFORMED:
NAME AND TELEPHONE NUMBER OF SUPERVISOR:	DATES OF EMPLOYMENT: FROM: TO:
REASON FOR LEAVING:	
NAME, ADDRESS AND TELEPHONE NUMBER OF EMPLOYER:	BRIEF DESCRIPTION OF WORK PERFORMED:
NAME AND TELEPHONE NUMBER OF SUPERVISOR:	DATES OF EMPLOYMENT: FROM: TO:
REASON FOR LEAVING:	
IV. BACKGROUND	
<p>HAVE YOU EVER PLEADED GUILTY OR NO CONTEST TO OR BEEN CONVICTED OF A CRIME? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>HAVE YOU EVER BEEN DISCIPLINED, EITHER ORALLY OR IN WRITING, BY ANY PREVIOUS EMPLOYER OR SUPERVISOR? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>HAVE YOU EVER BEEN DISCHARGED FROM A PLACE OF EMPLOYMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>HAVE YOU EVER BEEN ASKED TO RESIGN FROM A PLACE OF EMPLOYMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>HAVE YOU EVER HAD ANY PROFESSIONAL LICENSE OR CERTIFICATION REVOKED OR SUSPENDED? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>HAVE YOU EVER HAD A MOTOR VEHICLE LICENSE OR REGISTRATION REVOKED OR SUSPENDED? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF YOU HAVE ANSWERED YES TO ANY QUESTION ABOVE, PLEASE ATTACH A SEPARATE PAGE OR PAGES WITH A COMPLETE EXPLANATION FOR EACH QUESTION TO WHICH YOU ANSWERED YES. ANY EXPLANATION SHALL INCLUDE A DETAILED DESCRIPTION AND THE DATES OF THE CIRCUMSTANCES REQUIRING YOU TO ANSWER YES.</p>	

V. OTHER INFORMATION

PLEASE LIST ANY OTHER INFORMATION THAT YOU WOULD LIKE THE COMPANY TO CONSIDER IN MAKING A DECISION CONCERNING YOUR EMPLOYMENT SUCH AS ACADEMIC OR VOCATIONAL TRAINING, DEGREES, AWARDS OR OTHER RELEVANT EXPERIENCES:

VI. CERTIFICATION, CONSENT, AUTHORIZATION AND RELEASE

PLEASE READ CAREFULLY BEFORE SIGNING

I CERTIFY THAT I HAVE READ AND UNDERSTAND THE CONTENTS OF THIS APPLICATION IN ITS ENTIRETY. I FURTHER CERTIFY THAT THE INFORMATION I HAVE PROVIDED IN THIS APPLICATION AND IN ANY ATTACHED PAGES IS TRUTHFUL AND ACCURATE BASED ON MY PERSONAL KNOWLEDGE. I UNDERSTAND THAT ANY MISSTATEMENT OR CONCEALMENT OF FACTS WILL SUBJECT ME TO DISQUALIFICATION BEFORE HIRING OR DISMISSAL AFTER HIRING.

I CONSENT TO SARGENT CORPORATION'S VERIFICATION OF ALL INFORMATION PROVIDED HEREIN OR HEREWITH. VERIFICATION MAY INCLUDE, WITHOUT LIMITATION, OBTAINING ADDITIONAL INFORMATION AND DOCUMENTS FROM THE APPLICANT OR THIRD PARTIES, CRIMINAL CONVICTION RECORD CHECKS AND INTERVIEWS OF REFERENCES, PREVIOUS EMPLOYERS, SUPERVISORS AND CO-WORKERS.

I AUTHORIZE SARGENT CORPORATION TO OBTAIN AND I AUTHORIZE ALL CURRENT AND PRIOR EMPLOYERS OR SUPERVISORS TO RELEASE TO SARGENT CORPORATION ALL RECORDS AND FILES RELATED TO MY EMPLOYMENT, INCLUDING BUT NOT LIMITED TO ALL ATTENDANCE AND LEAVE RECORDS, ALL DISCIPLINARY RECORDS, ALL DRIVING RECORDS AND ALL PERSONNEL FILES, REGARDLESS OF WHETHER SUCH RECORDS OR FILES ARE OTHERWISE CONFIDENTIAL UNDER STATE OR FEDERAL LAW. I FURTHER AUTHORIZE ANY LOCAL, STATE OR FEDERAL INVESTIGATORS OR LAW ENFORCEMENT AGENCY TO RELEASE TO SARGENT CORPORATION ALL RECORDS OR INVESTIGATORY INFORMATION PERTAINING TO ME.

I HEREBY RELEASE SARGENT CORPORATION FROM ANY AND ALL CLAIMS OR CAUSES OF ACTION THAT I MAY NOW OR HEREAFTER HAVE, INCLUDING BUT NOT LIMITED TO CLAIMS BASED ON PRIVACY, CONFIDENTIALITY OR DEFAMATION, AS A RESULT OF ITS VERIFICATION OF ANY INFORMATION CONTAINED HEREIN OR SUBMITTED HEREWITH OR AS A RESULT OF ITS OBTAINING ADDITIONAL INFORMATION RELATING TO MY PROSPECTIVE EMPLOYMENT.

I FURTHER HEREBY RELEASE ANY CURRENT OR PREVIOUS EMPLOYER OR SUPERVISOR AND ANY REFERENCE NAMED HEREIN FROM ANY AND ALL CLAIMS OR CAUSES OF ACTION THAT I MAY NOW OR HEREAFTER HAVE, INCLUDING BUT NOT LIMITED TO CLAIMS BASED ON PRIVACY, CONFIDENTIALITY OR DEFAMATION, AS A RESULT OF ITS/HIS/HER HAVING PROVIDED, UPON THE REQUEST OF SARGENT CORPORATION TRUTHFUL, FACTUAL INFORMATION OR ANY RECORDS OR FILES AS DESCRIBED ABOVE.

DATE:

SIGNATURE:

PRINTED NAME:

FOR OFFICE USE ONLY

LOCATION APPLICATION WAS COMPLETED: _____ DATE RECEIVED: _____

DO NOT INTERVIEW OR PROCESS FURTHER (INITIALS _____) SCHEDULE INTERVIEW (INITIALS _____)

DATE CONTACTED FOR INTERVIEW: _____ (CONTACTED IN PERSON BY PHONE BY MESSAGE ON PHONE BY MAIL)

INTERVIEW SCHEDULED FOR _____ (DATE) AT _____ A.M./P.M. AT _____ (LOCATION)

NO SHOW FOR INTERVIEW INTERVIEWED BY: _____ RECOMMENDATION AFTER INTERVIEW: HIRE DON'T HIRE

REFERENCES CHECKED BY: _____ RECOMMENDATION AFTER REFERENCE CHECK: HIRE DON'T HIRE

FINAL DECISION: HIRE DON'T HIRE CONDITIONAL OFFER MADE (CLASSIFICATION: _____ RATE: \$ _____)

NOTIFICATION OF INABILITY TO HIRE MAILED TO APPLICANT

APPLICANT NOTIFIED OF DRUG SCREEN DATE APPLICANT FAILED TO APPEAR FOR DRUG SCREEN
 NEGATIVE TEST POSITIVE TEST

APPLICANT NOTIFIED OF DRUG SCREEN RESULT APPLICANT ACCEPTED OFFER APPLICANT DECLINED OFFER