



NORTHERN TRENDS
BUILDING & DESIGN

Date: _____

EMPLOYMENT APPLICATION

Applications are considered without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a non-job-related medical condition or handicap.

SPECIAL REQUIREMENTS:

- Must possess and maintain valid Driver's License.
- Use and care for tools and equipment used in the general maintenance, construction and repair work.
- Work under adverse weather conditions at times.
- Safely lift 80 pounds from ground level.
- Perform the physical requirements of the position.

Must pass medical examination for the occupational grouping including lifting capacity test of 80 pounds and DOT drug testing prior to hire

PERSONAL INFORMATION

Name (Last, MI, First) _____

Street Address _____

City/State/Zip _____

Phone _____ Alternate Phone _____

SSN _____ Referral Source _____

Date _____ Available Start Date _____

Position Applying For _____

Full Time Part Time Temporary

Desired Hourly Wage _____

Do you have a valid driver's license? Yes No

EDUCATION

Schools/Colleges Attended	# of Years	Year of Graduation	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMPLOYMENT/WORK EXPERIENCE

Start with your present or most recent position. Include military service assignments and volunteer activities. Exclude organization names that indicate race, color, religion, sex, or national origin.

Employer _____

Job Title _____ Supervisor _____

Street Address _____

City/State/Zip _____ Phone _____

Describe Duties/Responsibilities/Accomplishments _____

Starting Wage _____ Ending Wage _____

Reason for Leaving _____

Dates of Employment (Month/Year) From _____ To _____

Employer _____

Job Title _____ Supervisor _____

Street Address _____

City/State/Zip _____ Phone _____

Describe Duties/Responsibilities/Accomplishments _____

Starting Wage _____ Ending Wage _____

Reason for Leaving _____

Dates of Employment (Month/Year) From _____ To _____

Employer _____

Job Title _____ Supervisor _____

Street Address _____

City/State/Zip _____ Phone _____

Describe Duties/Responsibilities/Accomplishments _____

Starting Wage _____ Ending Wage _____

Reason for Leaving _____

Dates of Employment (Month/Year) From _____ To _____

BUSINESS REFERENCES

Please provide individual and company names, position, addresses and phone numbers for 3 (three) business references.

Name _____
Company _____
Position _____
Street Address _____
City/State/Zip Code _____ Phone _____

Name _____
Company _____
Position _____
Street Address _____
City/State/Zip Code _____ Phone _____

Name _____
Company _____
Position _____
Street Address _____
City/State/Zip Code _____ Phone _____

PERSONAL REFERENCES

Please provide names, addresses, phone numbers, relationship and how long known for 3 (three) personal references.

Name _____
Relationship _____ How long known _____
Street Address _____
City/State/Zip Code _____ Phone _____

Name _____
Relationship _____ How long known _____
Street Address _____
City/State/Zip Code _____ Phone _____

Name _____
Relationship _____ How long known _____
Street Address _____
City/State/Zip Code _____ Phone _____

SPECIAL SKILLS

Describe any special skills or qualifications you possess for this line of work:

I CERTIFY that the above answers are true and complete to the best of my knowledge. I authorize Northern Trends Building & Design, to investigate any statement contained in this application, and to obtain a credit report on me as necessary to determine my qualifications. I understand that this application is not and is not intended to be any kind of contract or agreement. In the event of employment, I understand that any false or misleading information given in my application, correspondence, and discussions or interview any result in immediate termination. I understand also, that I am required to abide by all rules, regulation and policies of Northern Trends Building & Design.

Signed _____ Date _____

FOR NORTHERN TRENDS BUILDING & DESIGN USE ONLY:

Arrange Interview Yes No Date _____ Place _____

Remarks _____

To submit application please fax to (218) 727-2818 or mail to:

Northern Trends Building & Design
606 Garfield Avenue, Suite 100
Duluth, MN 55802