

PEGNATO&PEGNATO BUILDING SYSTEMS SERVICES

5200 W. Century, Suite 950, Los Angeles, CA 90292
(800) 435-8216 phone (800) 755-3820 fax

APPLICATION FOR EMPLOYMENT

This application for employment is confidential and for the exclusive use of Pegnato & Pegnato.
Please complete this form in ink. Please use the reverse side or additional sheets to add information as necessary.

Name _____ Soc. Sec. No. _____
Last First Middle

Address _____ City _____ State _____ Zip _____

Telephone: Day () _____ Evening () _____

Driver's License No. _____ State _____ Expiration Date _____

Position applied for: _____ Date you're available for work: _____

Are you available: [] Full-Time [] Part-Time [] Days [] Evenings

Desired salary range \$ _____ Can you travel if a job requires it? [] Yes [] No

Please tell us how were you referred to Pegnato & Pegnato:

[] Employee of Pegnato (Please give name/s) _____
[] Advertisement [] Agency [] Other (please specify) _____

Have you ever worked at Pegnato as a temporary employee? [] Yes [] No If yes, please complete the following:

Agency Name	Position/s You Held	Dates Worked

Have you ever been employed by Pegnato? [] Yes [] No If yes, please complete the following:

Position/s You Held	Dates Employed

Have you ever applied for employment with Pegnato? [] Yes [] No If you, please complete the following:

Position	Result	Date/s Applied

LEGAL REQUIREMENTS FOR EMPLOYMENT

Pursuant to the Immigration Reform and Control Act of 1986, upon your first day of employment, will you sign the form required by the Immigration and Naturalization Service (the "I-9" form) stating that you are authorized to work in the United States of America. In addition, will you provide documents to Pegnato & Pegnato for examination which verify your identify and work authorization or, in lieu of a work authorization document, will you attest to Pegnato & Pegnato that you intend to apply or have applied for legalization under the Immigration Reform and Control Act of 1986? In summary, can you, after employment, submit verification of your legal right to work in the United States? [] Yes [] No

If you are under age 18, can you provide required proof of your eligibility to work? [] Yes [] No

Pegnato & Pegnato Building System Services is an equal opportunity employer.

Have you ever been convicted of a felony or a misdemeanor, excluding misdemeanor marijuana-related offenses more than two years old, which resulted in a fine, suspended sentence, community service or imprisonment? Yes No

(A "Yes" answer is not necessarily a bar to your employment.)

If yes, describe in full: _____

Are you for any reason presently unable to perform the essential functions of the job for which you are applying?

Yes No If yes, describe specific work limitations: _____

EDUCATION

	Name & Address of School	Course of Study	Years Completed	Diploma or Degree
Grammar School				
High School				
College				
Trade/Other				

EMPLOYMENT HISTORY

Starting with your most recent position, please list your last four employers. Please complete this form even if you have provided a resume to us. Please note that if you worked for a company through a temporary agency for more than a few weeks, you should provide the names of the agency and the company where you worked.

1. Employer Name	Date/s Employed	Starting \$ Final \$
Address	Telephone Number	Supervisor Name/Title
Job Title	Work Performed	Reason for Leaving
May we contact this employer for references? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, please explain.		

2. Employer Name	Date/s Employed	Starting \$ Final \$
Address	Telephone Number	Supervisor Name/Title
Job Title	Work Performed	Reason for Leaving
May we contact this employer for references? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, please explain.		

3. Employer Name	Date/s Employed	Starting \$ Final \$
Address	Telephone Number	Supervisor Name/Title
Job Title	Work Performed	Reason for Leaving
May we contact this employer for references? <input type="checkbox"/> Yes <input type="checkbox"/> No If not, please explain.		

4. Employer Name	Date/s Employed	Starting \$ Final \$
Address	Telephone Number	Supervisor Name/Title
Job Title	Work Performed	Reason for Leaving
May we contact this employer for references? [] Yes [] No If not, please explain.		

Describe any specialized training, apprenticeship, skills (including computer skills) or additional information you feel may be helpful to us in considering your application.

PERSONAL REFERENCES

Please provide three personal references we may contact.

Name	Address & daytime telephone number	Relationship	Years known
1.			
2.			
3.			

AUTHORIZATION

I certify that answers given herein are true and complete to the best of my knowledge. I understand that misrepresentation or the purposeful omission of facts called for on this form is reason to disqualify me from further consideration and may be grounds for termination no matter when the misrepresentation or omission is discovered.

You are hereby authorized to verify my prior education or employment history and to contact my personal and professional references (unless otherwise noted above). I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

Employment with Pegnato & Pegnato has no specified term or length. I understand that this policy of at will employment supersedes any previous statement regarding my employment and may not be changed or modified except by a written agreement signed by me and an authorized representative of the company. "At will" employment means that the Employee may resign at any time and the Employer may discharge the Employee at any time with or without cause.

Signature of Applicant

Date

RELEASE OF LIABILITY

I hereby grant permission to Pegnato & Pegnato Building Systems Services to contact my former employer(s) for employment verification, and I release my former employer(s) from liability because of furnishing said information.

Date

Signature

Thank you for completing this application form. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Pegnato & Pegnato Building System Services is an equal opportunity employer.

Pegnato & Pegnato Building Systems Services

**EMPLOYMENT BACKGROUND SCREENING
DISCLOSURE, AUTHORIZATION & RELEASE**

Based on customer request, Pegnato & Pegnato Building Systems Services, is requesting that a background profile report about you be prepared. Your consent is required by law before Pegnato & Pegnato BSS may obtain this report.

The information contained in such reports may be taken into account in evaluating your suitability for employment, promotion, reassignment or retention as an employee.

The types of reports that may be requested include criminal records checks, court records checks, and driving history.

If Pegnato & Pegnato BSS, makes any decision which directly affects your employment or application for employment, based entirely or in part on the information contained in a report, this proposed action will be discuss with you personally prior to becoming official and you will be provided with the name and address of the agency that produced the report.

"A summary of your rights under the Fair Credit Reporting Act" (as it pertains to criminal background checks) is attached for your review.

**If you have any questions regarding this process please contact Human Resources at
1(800) 435-8216**

AUTHORIZATION and SUBJECT RELEASE

By signing below, I, _____, hereby voluntarily authorize Pegnato & Pegnato Building Systems Services to obtain reports about me from reporting agencies, and to consider the reports when making decisions regarding my employment with Pegnato.

Printed Name of Applicant or Employee

Date

Signature of Applicant or Employee

