



Building Structures. Uplifting Communities.

# EMPLOYMENT APPLICATION

Intercontinental Build (IC BUILD) considers all applicant for employment without regard to race, color, religion, sexual orientation, national origin, age, disability, gender identity and expression, marital or military status, or based on any individual's status in any group or class protected by applicable federal, state, or local law. IC BUILD also provides reasonable accommodations to qualified individuals with disabilities in accordance with the Americans with Disabilities Act and applicable state and local law. If you require an accommodation in the application process, please advise IC BUILD.

## PERSONAL DATA

FULL NAME: \_\_\_\_\_  
Last First Middle Preferred Name (Optional)

CURRENT CONTACT: \_\_\_\_\_  
Phone Email Address

CURRENT ADDRESS: \_\_\_\_\_  
Street City State Zip Code

If hired, and you are under 18 years of age, can you furnish a work permit?  Yes  No

If hired, can you provide proof of identity and authorization to work in the U.S.  Yes  No

Do you now, or will in the future, require sponsorship to work at IC BUILD?  Yes  No

## DESIRED EMPLOYMENT

Position(s) you are applying for: \_\_\_\_\_ Date available to start work: \_\_\_\_\_

Total hours available to work per week: \_\_\_\_\_

Part Time  Full Time  Regular  Temporary

AM/PM	S	M	T	W	T	F	S
AM							
PM							

Should your availability change during the course of your employment, it may impact your employment status based on IC BUILD's Business needs. We may be able to accommodate your availability limitations at the time of hire but cannot guarantee that we will be able to accommodate it in the future.

Please give accurate and complete information. Start with present or most recent employer, including self-employment, part-time work, military employment, and any work performed on a volunteer basis -- Account for your entire work history.

Employer	Work Performed
_____	_____
Address (Street, City, State)	_____
_____	_____
Telephone Number(s)	_____
_____	_____
Job Title	_____
Supervisor	_____
_____	_____
Reason for Leaving:	_____
_____	_____
Dates Employed: From _____ To _____	Starting Hourly Rate/Salary: _____ Final: _____

Employer	Work Performed
_____	_____
Address (Street, City, State)	_____
_____	_____
Telephone Number(s)	_____
_____	_____
Job Title	_____
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Telephone Number(s)	_____
_____	_____
Job Title	_____
Supervisor	_____
_____	_____
Reason for Leaving:	_____
_____	_____
Dates Employed: From _____ To: _____	Starting Hourly Rate/Salary: _____ Final: _____

Please attach an additional sheet if necessary, to demonstrate work history.

Circle highest grade completed: High School 9 10 11 12 College 13 14 15 16 17 18

List all that applies to you and indicate whether a degree or diploma was attained:

	Name of School	Location (City, State)	Field of Study	Credentials	Received
High School				Diploma or GED	Yes / No
College					Yes / No
College					Yes / No

List Certifications: \_\_\_\_\_  
\_\_\_\_\_

### PROFESSIONAL REFERENCES

Please provide name, work relationship, email address (if available) and telephone number of three Supervisors, Managers or other professional references that are not relatives:

Name	Work Relationship	Email Address	Phone Number

May we contact each of your references?  Yes  No If not, why? \_\_\_\_\_

### SIGNATURE

I certify that the statements and information furnished by me in this application are true and correct. I understand that omitted, false, or misstated statements on this application are grounds for refusal to hire, or dismissal, at any time IC BUILD becomes aware of the omitted, falsified, or misstated information.

I understand that IC BUILD is not obligated to provide me with employment and that I am not obligated to accept employment. I understand that nothing contained in this application, or conveyed during any interview that may be granted, or during my employment, if hired, is intended to create a contract for continued employment with IC BUILD, except as required by applicable federal, state, and local law. I acknowledge that my employment and compensation can be terminated, with or without cause, and with or without notice at any time, at the option of either the Company or myself, and that this cannot be altered except by a written express agreement signed by myself and a designated officer of the Company. I further understand and agree that no manager or other representative of the Company has the authority to make verbal promises or commitments to me with respect to any term, condition, or privilege of my employment including compensation. I understand and agree that, if hired, I will be required to abide by all rules and regulations of IC BUILD and that my wages, benefits, and conditions of employment can be changed by the Company at any time in its sole discretion.

While I understand that this application will be kept on file for a period of up to one year, I further understand that this application will be considered active for a period not to exceed 90 days.

**MY SIGNATURE CERTIFIES THAT I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date