



NXL Construction Services, Inc.
114 E. Cary Street, Suite 200
Richmond, VA 23219
APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Incomplete information could disqualify you from further consideration. Please print and complete all fields.

Name _____ Date _____

Address _____

E-mail Address _____

Home Phone # _____ Mobile Phone # _____

Are you eligible to work in the U.S? ___Yes ___No

Are you at least 18 years or older? (If no, you may be required to provide authorization to work.) ___Yes ___No

Have you ever been terminated from employment or asked to resign by an employer? ___Yes ___No

If yes, please provide company names and details: _____

Can you work any shift? ___Yes ___No Can you work overtime, including weekends? ___Yes ___No

Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation? ___Yes ___No

Have you ever been convicted of a felony? Charge: _____

Outcome: _____ Date/s: _____

(Answering this does not disqualify the applicant from consideration.)

EMPLOYMENT DESIRED

Position desired: _____

Date you can start: _____

REFERRAL SOURCE

How did you hear about us? Walk In Advertisement Referral Explain _____

Have you ever worked for this company before? ___Yes ___No Position _____

Do you know anyone who works for our company? ___Yes ___No If yes, who? _____

EDUCATION	Name and location of school	No. of yrs. Attended	Degree Received	Subjects studied/Major
High School				
College or University				
Trade, Business or Correspondence School				

EMPLOYMENT HISTORY Include your last seven (7) years of employment history, including periods of unemployment, starting with the most recent and working backwards in time. *Incomplete information could disqualify you from further consideration.*

Employer Name: _____ Job Title: _____

Dates of employment: From: _____ To: _____

Reason for Leaving: _____

Immediate Supervisor Name & Title: _____

May we contact: Yes No Phone: _____

General Description of job duties: _____

Hourly/Salary Rate: _____

Employer Name: _____ Job Title: _____

Dates of employment: From: _____ To: _____

Reason for Leaving: _____

Immediate Supervisor Name & Title: _____

May we contact: Yes No Phone: _____

General Description of job duties: _____

Hourly/Salary Rate: _____

Employer Name: _____ Job Title: _____

Dates of employment: From: _____ To: _____

Reason for Leaving: _____

Immediate Supervisor Name & Title: _____

May we contact: Yes No Phone: _____

General Description of job duties: _____

Hourly/Salary Rate: _____

(Please use back side if more space is required.)

Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain.

Certifications Held (please include start & expiration dates):

Computer and/or Machinery Skills (please describe):

REFERENCES Give the names of three persons not related to you, whom you have known at least three (3) years.

Name	Address, Phone or Email	Company	Years Acquainted
1			
2			
3			

Please read carefully before signing.

NXL Construction Services, Inc. is an equal opportunity employer. NXL does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service.

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for NXL to hire me. If I am hired, I understand that either NXL or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of NXL has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to NXL true and complete information on this application. No requested information has been concealed. I authorize NXL to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal.

Signature _____

Date _____

THIS APPLICATION IS VALID ONLY FOR 1 YEAR FROM THE DATE SIGNED/DATED ABOVE.