



3228 Halifax Street
Dallas, Texas 75247
Phn: (972) 444-8889
Fax: (972) 444-8893

PRE-EMPLOYMENT APPLICATION

Alliance Geotechnical Group is an equal opportunity employer and will consider all applicants for all positions equally without regard to their race, sex, age, color, religion, national origin, veteran status, genetic information or any disability as defined in the Americans with Disabilities Act, or for any other reason protected by State or Federal law.

This application will be given every consideration, but its receipt does not imply that the applicant will be employed. Each question should be answered in a complete and accurate manner as no action can be taken on this application until all questions have been answered.

Date _____ / _____ / _____

PERSONAL INFORMATION

Name _____ Phone: () _____
LAST FIRST MIDDLE

Alt Phone: () _____ Email Address _____

Present Address _____
STREET CITY STATE ZIP

How long have you lived at this address? _____

Social Security Number _____ - _____ - _____ Are you 18 years of age or older? Yes No

Are you a U.S. citizen or do you have the legal right to be employed in the United States? Yes No

Do you have the ability, with or without reasonable accommodations, to work overtime or to travel if travel and/or overtime are required by the job for which you are applying? Yes No

If No, please explain _____

Are you subject to any non-compete, non-disclosure or confidentiality agreements, or any other type of agreement with any current or former employer(s) or organization(s) which would limit your ability to work for our company? Yes No

If Yes, please explain _____

(Note: You may be required to provide a copy of any such agreement.)

Driver License: State _____ Type/Class _____ Currently Valid? Yes No

EMPLOYMENT DESIRED

What type of employment are you seeking? Full Time Part Time Temporary/Summer

Position applied for _____ Salary Desired _____

Date available to start _____

Have you ever applied to our company before? Yes No

Have you ever worked for our company before? Yes No

If you answered Yes to either of the above questions, state when/where you applied/worked: _____

How did you learn of our company and/or position? _____

Are you now, or do you expect to be, working in any other business or job? Yes No

Are there any days or hours you would be unable or unwilling to work? Yes No

If Yes, please specify those days/hours you would be unable or unwilling to work _____

Please list any type(s) of work which you will not perform (if any) _____

EDUCATION

Name, Address and Location	Graduate?	Courses Studied
High School/GED	Circle highest Grade completed 9 10 11 12 <input type="checkbox"/> Yes <input type="checkbox"/> No	Diploma:
College	Circle number of years completed 1 2 3 4 4+ <input type="checkbox"/> Yes <input type="checkbox"/> No	Major: Minor: Degree(s):
Trade School	Number of months attended _____ <input type="checkbox"/> Yes <input type="checkbox"/> No	Diploma or Certificate:

If you did not graduate, why did you leave high school or college? _____

Are you planning to pursue further studies? Yes No If so, when, where and what courses? _____

List any scholastic honors, offices held and activities involved in during high school and college. (Please exclude those which may reflect race, sex, color, religion, national origin, disability, sexual orientation or other protected status.) _____

Please describe any other special courses, seminars or training which may enable you to better perform the duties of the position for which you are applying _____

MILITARY

Have you ever served in the military? Yes No Branch _____ Final Rank _____

What duties, training, or experience did you have while in the military which may be job related?

WORK HISTORY

List names of employers in consecutive order with present or last employer listed first. Account for all periods of time including military service and any periods of unemployment. If self-employed, give firm name and supply business references.

DO NOT REFERENCE YOUR RESUME

PLEASE GIVE MONTH AND YEAR

Name of Employer Address City, State, Zip Code		Name & Title of Supervisor	Dates Employed		Pay	
Telephone ()			Type of Business	From Mo: ____ Year: ____	To Mo: ____ Year: ____	Starting \$ ____ Ending \$ ____
Job Title			Reason for Leaving			
Describe duties performed, skills used/learned, advancements or promotions earned:						

Name of Employer Address City, State, Zip Code		Name & Title of Supervisor	Dates Employed		Pay	
Telephone ()			Type of Business	From Mo: ____ Year: ____	To Mo: ____ Year: ____	Starting \$ ____ Ending \$ ____
Job Title			Reason for Leaving			
Describe duties performed, skills used/learned, advancements or promotions earned:						

Name of Employer Address City, State, Zip Code		Name & Title of Supervisor	Dates Employed		Pay	
Telephone ()			Type of Business	From Mo: ____ Year: ____	To Mo: ____ Year: ____	Starting \$ ____ Ending \$ ____
Job Title			Reason for Leaving			

Describe duties performed, skills used/learned, advancements or promotions earned:

CAPABILITY/RELIABILITY

Would you be willing able to perform all tasks required by the job you are applying for? Yes No

If No, explain which tasks _____

Have you ever filed any type of fraudulent claim against any of your employers? Yes No

If Yes, please explain _____

Will you abide by the safety rules for this company? Yes No

Have you ever been disciplined for violating company safety rules or regulations? Yes No

If Yes, please explain _____

How many days of work (or school) have you missed in the last two years? _____

How many times have you been late for work (or school) in the last two years? _____

Consistent attendance and punctuality are essential requirements of every job at AGG. Would you be willing and able to report to work on time every day on a regular and consistent basis? Yes No

If No, please explain _____

Have you ever been disciplined or received verbal/written warnings for absenteeism or tardiness?

If Yes, please explain _____

Have you ever been fired or been asked to resign from a job? Yes No If Yes, please explain _____

SUPPLEMENTAL INFORMATION

If you worked in any of your previous positions under another name, please give that name(s) below: (For reference checking purposes)

Name _____ @ Company _____ Name _____ @ Company _____

Are you presently employed? Yes No If Yes, may we contact your employer? Yes No

Please list all periods of time since high school or college during which you were not employed

How did you spend this time? _____

What languages do you speak fluently? _____

SPECIAL SKILLS

Do you type? Yes No Words Per Minute _____

Please list all software programs in which you are proficient, indicating how many years work experience you have with each:

List other computer skills, programming languages, or computer training you have had

List other technical training, skills or work experience which may qualify you for a job with us

Use this space below to describe why you are interested in working for our company and list those skills and abilities which you feel particularly qualify you for a position with AGG.

REFERENCES

Give three personal references that are not relatives or former employers

NAME	ADDRESS	PHONE	OCCUPATION

AFFIDAVIT

I certify that my answers to the foregoing questions are true and correct without any consequential omissions of any kind whatsoever. I understand that if I am employed, any false, misleading or otherwise incorrect statements made on this application form or during any interviews may be grounds for my immediate discharge.

I hereby authorize Alliance Geotechnical Group (AGG) to contact any company or individual it deems appropriate to investigate my employment history, education, character and qualifications, and I give my full and complete consent to their revealing any and all information they wish as a result of this inquiry. In addition, I hereby waive my right to bring any cause of action against these individuals for libel, slander, defamation, invasion of privacy or any other reason because of their statements.

I agree that, if I am employed, I will abide by the policies and regulations of AGG. I understand that the taking of drug and alcohol tests, when given pursuant to AGG policy, are a condition of continued employment and refusal to take such tests when asked will be grounds for immediate termination. I also acknowledge that, if I am employed, it is my affirmative responsibility to report to management any evidence of sexual or other illegal forms of harassment immediately. I further understand that nobody in AGG is authorized to enter into any written or verbal employment contracts with me for any definite period of time without the express written consent of the President of AGG. I also understand that my employment is "at-will" and may be terminated by myself or by AGG at any time for any reason or no reason at all, with or without prior notice.

Signature: _____ Date: _____

Company Use Only

Interviewed by:

Remarks:

Is the operation of a company vehicle a job requirement? Yes No

If yes, has a request for driver's record been made? Yes No



AUTHORIZATION FOR BACKGROUND CHECK

Please complete the information in the spaces provided. Your written authorization is necessary for completion of the application process.

Last Name: _____ First: _____ Middle: _____

Maiden Name: _____

Social Security #: _____ Date of Birth: _____ Age: _____

Driver's License Number: _____ State of Issue: _____

Present Address: _____

City: _____ State: _____ Zip Code: _____

I hereby authorize Alliance Geotechnical Group to investigate my background and qualifications for purposes of evaluating whether I am qualified for the position for which I am applying. I understand that Alliance Geotechnical Group will utilize an outside firm or firms to assist it in checking such information, and I specifically authorize such an investigation by information services and outside entities of the company's choice. I also understand that I may withhold my permission and that in such a case, no investigation will be done, and my application for employment will not be processed further.

Signature: _____

Print Name: _____

Date: _____