



Please return completed application to:

Gateway Construction Services
 Attn: HR
 5602 Second Avenue South
 Seattle, WA 98108

NOTE: PLEASE ASK IF YOU NEED ASSISTANCE COMPLETING THIS APPLICATION

INFORMATION

LAST NAME:		FIRST NAME:		MIDDLE IN:	
PRESENT ADDRESS:		CITY:	STATE	ZIP:	
HOME OR MESSAGE PHONE:		WORK:	E-MAIL:		
WAGE/SALARY DESIRED?					
POSITION APPLIED FOR?			DATE AVAILABLE FOR WORK?		
AVAILABLE: Days <input type="checkbox"/> Evenings <input type="checkbox"/> Nights <input type="checkbox"/>			APPLYING FOR: Full time <input type="checkbox"/> Part time <input type="checkbox"/> Temporary <input type="checkbox"/>		
Will visa or immigration status prevent lawful employment? Yes <input type="checkbox"/> No <input type="checkbox"/> (Proof of right to work in the U.S. will be required if hired.)					
Are you 18 years or older? Yes <input type="checkbox"/> No <input type="checkbox"/> (If no, employment is subject to minimum legal age requirements.)					
Have you been convicted of a felony or released from prison within the past 10 years for an offense that may reasonably relate to the job duties of the position for which you are applying? (A conviction may not necessarily disqualify you from employment.)					
Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please indicate the date and nature of the offense:					
Do you have a Non-Compete, Non-Disclosure, or other agreement that might restrict your employment with us? <input type="checkbox"/> Yes <input type="checkbox"/> No					
Have you ever previously applied to or been employed by this company? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, when?					
How did you learn about this position opening?					
Were you known by any other name at any job or school listed on this application? What name(s)?					
At which school(s)/employer(s) were you known by this other name?					
Are you able to perform the essential functions of the position for which you are applying, either with or without reasonable accommodations? <input type="checkbox"/> Yes <input type="checkbox"/> No					

EDUCATION

	Name and Location of School	Years Completed	Did you graduate?	Degrees Received
High School				
College				
Trade, Business or Graduate School				

SKILLS

Typing ___ wpm
 Ten-key
 Bookkeeping
 Receptionist #incoming lines _____
 Other _____

Supervision (yrs of experience) _____
 Proficient at : Excel Word Access PowerPoint Outlook

Other computer skills/experience _____

Indicate other skills related to the position you are seeking:

EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT RECORD (INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED)

Please list your employment history below beginning with the most recent employer, include U.S. military service.

If currently employed, may we contact your employer? Yes No

Employer _____ Type of business _____ Telephone () _____
City _____ State _____ Fax: () _____
Job Title _____ Supervisor _____ Telephone () _____
Dates Employed: From _____ To _____ Reason for leaving _____ Wage/Salary _____
Duties _____

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I certify that the information given by me is true and complete to the best of my knowledge. I understand that if I am employed, the discovery that I gave false information during the application process may result in immediate dismissal.

I authorize Gateway Construction Services, Inc. to investigate all statements contained in this application and to request information about me from previous employers, educational institutions, and references. I expressly authorize my previous employers to provide information and opinions concerning my work and work habits. Further, I release all parties (including Gateway Construction Services, Inc.) and persons connected with any requests for information from all claims, liabilities, and damages for whatever reason, arising out of furnishing any information. If employed, I release Gateway Construction Services, Inc from any liability for future references it may provide regarding my work history with Gateway Construction Services, Inc.

Due to the large number of applications that Gateway Construction Services receives, I understand Gateway Construction Services cannot guarantee that my application will be considered for any or all-open positions they may have or that my application will be considered for any specific time.

In the event of employment, I understand that I am required to abide by all current and subsequently issued rules and regulations of the Company and that my employment and compensation may be terminated, at any time, with or without notice, by either party.

Signature of Applicant

Date