



ADAMS ENVIRONMENTAL, INC.

APPLICATION FOR EMPLOYMENT

PRE-EMPLOYMENT QUESTIONNAIRE
EQUAL OPPORTUNITY EMPLOYER

Date _____

PERSONAL INFORMATION

NAME (LAST, FIRST, M.I.)			
PRESENT ADDRESS	CITY	STATE	ZIP CODE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE
PHONE NO.	REFERRED BY		

EMPLOYMENT DESIRED

POSITION		DATE YOU CAN START		SALARY/PAY DESIRED	
ARE YOU EMPLOYED?	☐ Yes	☐ No	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER?	☐ Yes	☐ No
EVER APPLIED TO THIS COMPANY BEFORE?	☐ Yes	☐ No	WHERE?	WHEN?	

NAME OF SCHOOL	LOCATION OF SCHOOL	DATE OF GRADUATION	MAJOR	DEGREE/CERTIFICATE RECEIVED
HIGH SCHOOL				GED? Y/N H.S. Diploma? Y/N
COLLEGE/UNIVERSITY				
SECOND COLLEGE/UNIVERSITY (if applicable)				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

GENERAL INFORMATION

SUBJECTS OF SPECIAL STUDY/RESEARCH WORK OR SPECIAL TRAINING/SKILLS:

Have you ever been convicted of a felony or a misdemeanor? (If yes, please explain)

FORMER EMPLOYERS

(LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)

Date

MONTH & SALARY	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
DESCRIPTION OF TASKS/DUTIES				

FROM				
TO				
DESCRIPTION OF TASKS/DUTIES				

FROM				
TO				
DESCRIPTION OF TASKS/DUTIES				

FROM				
TO				
DESCRIPTION OF TASKS/DUTIES				

Please attach additional pages to this application, showing former employers and work experience, if necessary.

REFERENCES

GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	EMAIL ADDRESS AND PHONE NUMBER	BUSINESS	YEARS KNOWN
1			
2			
3			

AVAILABILITY

CIRCLE THE DAYS AND WRITE IN THE HOURS YOU ARE AVAILABLE TO WORK. (PLEASE NOTE THAT IF YOU INDICATE AVAILABILITY TIMES THAT DO NOT MATCH THE JOB YOU ARE APPLYING FOR, YOU MAY NOT BE FUTHER CONSIDERED FOR THE POSITION.)

Monday Tuesday Wednesday Thursday Friday Saturday Sunday
 _____ to _____ _____ to _____ _____ to _____ _____ to _____ _____ to _____ _____ to _____ _____ to _____

Note: Saturdays and Sundays are not in our normal business week; however, some fieldwork may require both overnight trips and/or weekend work on occasion.

ESSAY QUESTIONS

1. What is your experience with reading the landscape on an archaeological survey?
2. What is your experience with regional archaeological societies, Texas Archeological Society, and the Council of Texas Archeologists?

AUTHORIZATION

"I CERTIFY THAT THE FACTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL.
I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HEREIN AND THE REFERENCES AND EMPLOYERS LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, PERSONAL OR OTHERWISE, AND RELEASE THE COMPANY FROM ALL LIABILITY.
I ALSO UNDERSTAND AND AGREE THAT NO REPRESENTATIVE OF THE COMPANY HAS ANY AUTHORITY TO ENTER INTO ANY AGREEMENT FOR EMPLOYMENT FOR ANY SPECIFIED PERIOD OF TIME, OR TO MAKE ANY AGREEMENT CONTRARY TO THE FOREGOING, UNLESS IT IS IN WRITING AND SIGNED BY AN AUTHORIZED COMPANY REPRESENTATIVE.
IN ADDITION, I ACKNOWLEDGE THAT ADAMS ENVIRONMENTAL, INC. IS AN AT-WILL EMPLOYER AND THAT I ALSO UNDERSTAND THAT THE POSSIBILITY OF ME BEING HIRED IS CONTIGENT UPON PASSING A BACKGROUND CHECK."

Date _____ Signature _____

-DO NOT WRITE BELOW THIS LINE. OFFICE USE ONLY-

Remarks

HIRED	POSITION	STARTING DATE	SALARY WAGES
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IMMEDIATE SUPERVISOR _____

APPROVED BY: 1 IMMEDIATE SUPERVISOR'S SIGNATURE 2. PRESIDENT'S SIGNATURE 3. OWNER'S SIGNATURE

Please include your resume for application to be considered.