

# HAMLIN

## Building Center

### Application for Employment (An Equal Opportunity Employer)

#### PERSONAL INFORMATION:

Name: \_\_\_\_\_ Location applying for: Lake Norden / Brookings / Clark

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Valid Driver License Y / N CDL Y / N

Phone No. \_\_\_\_\_ Are you 18 years old or older? Y / N

Referred to us by \_\_\_\_\_

Date you can start \_\_/\_\_/\_\_ Desired wage per hour \_\_\_\_\_

Are you prevented from lawfully becoming employed in the USA? Y / N

Have you been convicted of a crime or served time in jail/prison in the last 7 years? Y/N  
If yes, please explain on the back of this application.

- *A conviction will not necessarily restrict your opportunity for employment. Each instance & situation will be considered in relation to the position you are applying for.*

#### PREVIOUS EMPLOYMENT (last 5 years):

Company	Position	Date
Company	Position	Date
Company	Position	Date
Company	Position	Date

Currently employed Y / N If so, may we inquire of your present employer?

EDUCATION: \_\_\_\_\_

SPECIAL SKILLS: \_\_\_\_\_

Please indicate which of these functions you would be interested in performing:

- Counter sales
- Material estimation for projects
- Janitorial duties
- Unloading/ loading trucks
- Paint color selection/ matching
- Deliveries
- Computer 3D home design
- Bookkeeping
- Project managing
- Computer networking
- Window/ door ordering/ sales

I hereby consent to Hamlin Building Center INC, to run a Motor Vehicle Report and submit to Drug Testing prior to employment. The MVR will be viewed by Hamlin Building Center, INC.

To the best of my knowledge this information is true and correct.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_

Hamlin Building Center  
Lake Norden: 605-785-3381  
Brookings: 605-692-3381  
Clark: 605-532-3382