

# 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                      Are you 18 years old or older? Y / N

Phone No. \_\_\_\_\_ 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

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

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

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

Please indicate your preferred level of customer interaction:                      **HIGH / LOW**

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

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

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