



Application for Employment

1/2024

**Please complete all pages and print all information requested except signature.
Pre-employment drug screening may be required for employment.**

Name: _____
Last First Middle Maiden

Present address: _____
Street City State Zip Code

How long have you lived at this address? _____

Phone number: _____

If you are under 18 years of age, please list your current age: _____

Position(s) applying for: _____

Type of employment: Full-Time Only Part-Time Only Full- or Part-Time

Hourly pay rate or salary desired: _____

Days/hours available to work:
Mon Tue Wed Thu Fri Sat Sun No Preference

How many hours can you work weekly? _____

Can you work nights? Yes No

When are you available to start working? _____

Education

Type of School	Name of School	Location	Number of Years Completed	Major & Degree
High School				
College				
Business or Trade School				
Professional School				

Have you ever been convicted of a crime? No Yes

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation:

Do you have a driver's license? Yes No

What is your means of transportation to work? _____

List two references other than relatives:

Name: _____	Name: _____
Company: _____	Company: _____
Address: _____	Address: _____
Position: _____	Position: _____
Phone: _____	Phone: _____

Military Experience

Have you ever been in the armed forces? Yes No

Are you currently a member of the National Guard? Yes No

Specialty: _____

Date entered: _____ Discharge date: _____

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Employer: _____

Location: _____

Phone: _____ Supervisor: _____

Employed from _____ to _____

Starting pay: _____ Ending pay: _____

Last job title: _____

Reason for leaving
(be specific): _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company:

Employer:	_____		
Location:	_____		
Phone:	_____	Supervisor:	_____
Employed from	_____	to	_____
Starting pay:	_____	Ending pay:	_____
Last job title:	_____		
Reason for leaving (be specific):	_____		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company:	_____		

Employer:	_____		
Location:	_____		
Phone:	_____	Supervisor:	_____
Employed from	_____	to	_____
Starting pay:	_____	Ending pay:	_____
Last job title:	_____		
Reason for leaving (be specific):	_____		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company:	_____		

Employer:	_____		
Location:	_____		
Phone:	_____	Supervisor:	_____
Employed from	_____	to	_____
Starting pay:	_____	Ending pay:	_____
Last job title:	_____		
Reason for leaving (be specific):	_____		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company:	_____		

May we contact your present employer? Yes No

May we contact your previous employer(s)? Yes No

An application sometimes makes it difficult to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying:

Application Form Waiver
(Please read carefully)

In exchange for the consideration of my job application by Icon Legacy Custom Modular Homes, I agree that:

Neither the acceptance of this application nor the subsequent entry into any type of employment relationship, either in the position applied for or any other position, and regardless of the contents of employee handbooks, personnel manuals, benefit plans, policy statements, and the like as they may exist from time to time, or other Icon legacy Custom Modular Homes practices, shall serve to create an actual or implied contract of employment, or to confer any right to remain an employee, or otherwise to change in any respect the employment-at-will relationship between it and the undersigned, and that relationship cannot be altered except by a written instrument signed by the President/General Manager of the Company. Both the undersigned and Icon Legacy Custom Modular Homes may end the employment relationship at any time, without specified notice or reason. If employed, I understand that Icon Legacy Custom Modular Homes may unilaterally change or revise their benefits, policies and procedures and such changes may include reduction in benefits.

I authorize investigation of all statements contained in this application. I understand that the misrepresentation or omission of fact called for is cause for dismissal at any time without any previous notice. I hereby give Icon Legacy Custom Modular Homes, L.L.C. permission to contact schools, previous employers (unless otherwise indicated), references, and others, and hereby release Icon Legacy Custom Modular Homes from any liability as a result of such contact.

I attest that I am currently unaware and have not been notified by a physician of any physical disabilities or conditions that would cause injury to me or another employee. I also confirm that I am physically fit to complete the task which I would be hired to perform.

I also understand that (1) Icon Legacy Custom Modular Homes has a drug and alcohol policy that provides for pre-employment testing as well as testing after employment; (2) consent to and compliance with such policy is a condition of my employment; and (3) continued employment is based on the successful passing of testing under such policy.

I further understand that my employment with Icon Legacy Custom Modular Homes shall be probationary for a period of ninety (90) days, and further that at any time during the probationary period or thereafter, my employment relation with Icon Legacy Custom Modular Homes is terminable at will for any reason by either party.

Signature of Applicant

Date

Icon Legacy Custom Modular Homes is an equal opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. We assure you that your opportunity for employment with Icon Legacy Custom Modular Homes depends solely on your qualifications.

Thank you for completing this application and for your interest in our business.