

DIAMOND CONSTRUCTION, INC.

2905 N. Montana Avenue, Suite 200, Helena, MT 59601 (406) 443-3373 or (800) 829-2656

2223 Montana Avenue, Suite 102, Billings, MT 59101 (406) 601-405 (FAX) 442-2450

APPLICATION FOR EMPLOYMENT

DIAMOND CONSTRUCTION, INC. IS AN EQUAL OPPORTUNITY EMPLOYER

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, creed, age, marital or veteran status or the presence of non-job related medical conditions or disabilities.

If you have a disability or need special consideration for access to any DCI job site or building, please call the DCI business office 1 working day in advance and DCI will endeavor to make an effort to accommodate your needs.

(PLEASE TYPE OR PRINT CLEARLY)

Date of Application _____

Name _____
Last First Middle

Address _____
Mailing Address City State Zip

Telephone (____) _____ - _____ E-mail Address _____

Are you 18 years of age or older? Yes No

Do you have a valid driver's license? Yes State _____ Class _____ No

If No – Explain _____

Have you previously filed an employment application here? Yes Date: _____ No

Have you ever been employed here before? Yes Date: _____ No

Are you currently employed? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or immigration status?
 Yes No

(Proof of citizenship or immigration status is required upon employment)

On what date would you be available for work? _____

Are you available to work... Full Time? Part Time? Night Work? Temporary?

Are you currently laid-off or subject to recall? Yes Explain _____ No

Can you travel for work if required? Yes No Explain _____

Have you been convicted of a felony in the last seven years? Yes No

(Conviction will not necessarily disqualify applicant from employment)

If Yes – Explain _____

Position Desired

Position(s) Applying For _____

Please list any job-related skills, training or apprenticeship programs that qualify you for this role.

Goals/Interests (Voluntary Information)

Please list any job-related goals or interests you may have.

Education

Highest Year of Education Completed _____

Name of School _____ Major _____

Vocational Training _____ Date Completed _____

Additional Training and Length _____

Are you a Veteran of Military Service Yes No

References

Please provide name, address, and phone number of three (3) professional references who are not related to you and are not previous employers.

Name	Title	Relationship to you	Telephone	# of years known

Employment History

Please list your employment history for the past 5+ years beginning with the most recent or current employer. If you need additional space, please continue on a separate sheet.

Employer Name _____ Telephone # _____

Dates Employed: From _____ To _____ Immediate Supervisor _____

Street Address _____ City _____ State _____

Hourly/Salary Wage: Starting _____ Finishing _____ Job Title _____

Work Performed _____

Reason for Leaving _____

May we contact for reference? Yes No Later _____

Employer Name _____ Telephone # _____

Dates Employed: From _____ To _____ Immediate Supervisor _____

Street Address _____ City _____ State _____

Hourly/Salary Wage: Starting _____ Finishing _____ Job Title _____

Work Performed _____

Reason for Leaving _____

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Employer Name _____ Telephone # _____

Dates Employed: From _____ To _____ Immediate Supervisor _____

Street Address _____ City _____ State _____

Hourly/Salary Wage: Starting _____ Finishing _____ Job Title _____

Work Performed _____

Reason for Leaving _____

May we contact for reference? Yes No Later _____

Additional Information

State any additional information you feel may be helpful to us in considering your application:

Applicant's Statement:

I certify that answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in the application for employment as may be necessary in arriving at an employment decision. I understand that this application is not and is not intended to be a contract of employment.

In the event of employment, I understand that false or misleading information given in this application or interview(s) may result in discharge. Upon employment I understand that I am required to abide by all the rules and regulations of the Company.

Signature of Applicant

Date