

**MUSE CONCRETE CONTRACTORS, INC.**

**MUSE II CONTRUCTION, INC.**

**8599 COMMERCIAL DRIVE**

**REDDING, CA 96002**

**(530) 226-5151 / (530) 226-5155 - fax**

All applicants: All applicants must submit to drug and alcohol testing before beginning to work as an employee. Any offer of employment is conditional upon negative testing for drugs and alcohol.

**APPLICATION  
FOR  
EMPLOYMENT**

**PERSONAL INFORMATION**

<b>Name</b>			
<b>Date</b>			<b>E-mail Address:</b>
<b>Current Address</b>	<b>City:</b>	<b>Zip:</b>	
<b>Phone Numbers</b>	<b>Home or Msg:</b>	<b>Cellular:</b>	

**If hired, can you provide legal documentation for eligibility to work in the United States of America? \_\_\_\_\_**

Answering "yes" to the following question will not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be taken into account. (Convictions for marijuana-related offenses that are more than two years old need not be listed.)

**Have you ever plead or been convicted of a crime? \_\_\_\_\_**

**If yes, please provide date and details: \_\_\_\_\_**

**Due to the nature of our work, applicants and employees may be required to submit to a criminal background check for serious or violent felony convictions as outlined in Education Code 45125.1**

**EMPLOYMENT DESIRED**

**Position desired: \_\_\_\_\_ Wage desired: \_\_\_\_\_**

(Do not write "any" for position desired. Choose one of the following: Laborer, Carpenter/form setter, Finisher, or a specific position)

Are you employed now? \_\_\_\_\_ Date you can start? \_\_\_\_\_ Days/Hours Available: \_\_\_\_\_

Are you able to work over 8 hours a day and/ or Saturdays if needed? \_\_\_\_\_

If hired, will you be able to arrive at your job site on time each day? \_\_\_\_\_

If not, explain: \_\_\_\_\_

Out of town travel may be required. Would you be able to work out of town? \_\_\_\_\_

**Have you ever applied at this company before? \_\_\_\_\_ When? \_\_\_\_\_ Where? \_\_\_\_\_**

**How were you referred to our company (or by whom)?**

**Summary of Construction Skills**

Summarize your concrete construction skills. Explain construction/concrete tools you are able to use and which construction fields you received training or experience. (Example: I have a total of 5 yrs F/T experience in the carpentry trade using skill saw, tape measure, plan reading, some lay out- Or- I am a journey level concrete finisher with 12 years exp. able to use all pole and hand tools, and power trowels.)

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**AT WILL EMPLOYMENT**

**Muse Concrete Contractors, Inc. and Muse II Construction, Inc. is an at will employer.**

## EDUCATION

Name of High School \_\_\_\_\_ Location \_\_\_\_\_  
Years attended: \_\_\_\_\_ Did you graduate? \_\_\_\_\_ Subjects studied \_\_\_\_\_  
College/University Attended \_\_\_\_\_ Location \_\_\_\_\_ Subject Studied \_\_\_\_\_  
Degrees or Certificates earned \_\_\_\_\_  
**Additional Education:** List Vocational, ROP Programs, specific certificates or degrees, any past or current training related to your desired position:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ESSENTIAL JOB FUNCTIONS REQUIRED FOR FIELD EMPLOYEES

Applicants' applying for positions of Carpenter, Form Setter, Finisher, or Laborer should expect to perform the following:

### **Physical Demands:**

Long periods of time bending, standing, stooping, crouching, kneeling, crawling, walking, climbing, etc. Field employees must be able to push, pull, lift, carry and/or manipulate up to 100 lbs repetitively for up to 8 - 10 hours per day alone. Ability to climb (up to 20' feet high on a ladder frequently – over 20' high occasionally), operate vibrating/hopping equipment; operate power tools such as skill saw/sawz-all/grinders/nail guns repetitive daily. Ability to stoop, kneel, crawl, and walk on uneven ground, dig with a shovel, swing a pick, swing a hammer repetitively daily. Ability to sustain a moderate cardio vascular endurance level during an 8-10 hour work day. Ability to use hands, eyes, ears, arms and voice constantly.

### **Body Senses:**

Ability to obtain information including, but not limited to listening, talking, seeing.

### **Mental Capability:**

Language requirements are reading and the ability to communicate clearly. All employees must be free of any illegal drugs or alcohol.

The Muse Concrete Contractors, Inc. Substance Abuse Policy prohibits any substance being used which will impair judgment on the jobsite. Any prescription medication prescribed by a physician must be accompanied by a note to the company stating that the employee will not be adversely affected by such medication. Due to the high physical and equipment hazards on each jobsite, this is not negotiable.

All applicants who have been offered employment must submit to drug and alcohol testing before beginning to work as an employee. Any offer of employment is conditional upon negative testing for drugs and alcohol and passing an essential functions physical demand test which includes a cardio vascular test.

By signing below, I acknowledge that I have read and understand the above essential job functions for field employees. I also state that I can perform the functions with or without accommodations.

Reasonable accommodations needed, please explain:

\_\_\_\_\_

No reasonable accommodations needed [  ]

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## EMPLOYMENT HISTORY

*Start with your current or most recent job first. Please explain any gaps in time where you were not employed.*

Employed from	Employed to	Company Name and Location	Phone numbers

Job Duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wages earned when employment ended: \_\_\_\_\_ May we contact this employer? \_\_\_\_\_

Employed from	Employed to	Company Name and Location	Phone numbers

Job Duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wages earned when employment ended: \_\_\_\_\_ May we contact this employer? \_\_\_\_\_

Employed from	Employed to	Company Name and Location	Phone numbers

Job Duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wages earned when employment ended: \_\_\_\_\_ May we contact this employer? \_\_\_\_\_

Employed from	Employed to	Company Name and Location	Phone numbers

Job Duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wages earned when employment ended: \_\_\_\_\_ May we contact this employer? \_\_\_\_\_

Employed from	Employed to	Company Name and Location	Phone numbers

Job Duties: \_\_\_\_\_

Supervisors Name: \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Wages earned when employment ended: \_\_\_\_\_ May we contact this employer? \_\_\_\_\_

## REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name	Phone Number	Business/Relationship	Years Known

## AUTHORIZATION

Please Read Carefully and Sign Below

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**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 for any damage that may result from utilization of such information.**

**I understand that Muse Concrete Contractors, Inc. and Muse II Construction, Inc. are “at will” employers. This means, either you or the company(s) may terminate your employment, with or without cause, at any time. Any exception to the basis of an “at will” employment relationship, to be legal and valid, must be contained in a separate written agreement signed by the President of the company(s).**

**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.**

**This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws.”**

**All applicants who have been offered employment must submit to drug and alcohol testing before beginning to work as an employee. Any offer of employment is conditional upon negative testing for drugs and alcohol.**

**Date**

**Signature**

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## Employee Self-Identification Form

Muse Concrete Contractors, Inc. is an Equal Opportunity Employer. We are subject to certain federal equal employment recordkeeping requirements. In order to comply, we request applicants to voluntarily self-identify their race and ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment.

### Please complete the following:

Name: \_\_\_\_\_

Job Title Applying for \_\_\_\_\_

Gender:

Female \_\_\_\_\_ Male \_\_\_\_\_

What race do you consider yourself to be:

- \_\_\_\_\_ White (Not Hispanic or Latino)
- \_\_\_\_\_ Hispanic or Latino
- \_\_\_\_\_ Black or African American
- \_\_\_\_\_ Native Hawaiian or Other Pacific Islander
- \_\_\_\_\_ Asian
- \_\_\_\_\_ American Indian or Alaska Native
- \_\_\_\_\_ Two or more races (Not Hispanic or Latino)

Veterans Status: indicate all that apply to you.

- \_\_\_\_\_ Disabled Veteran-Special
- \_\_\_\_\_ Vietnam-era Veteran
- \_\_\_\_\_ Other Protected Veterans (served active duty in a war or in a campaign)
- \_\_\_\_\_ Recently Separated Veterans (one year after discharge or release of active duty)
- \_\_\_\_\_ Recently Separated Veteran (three years after discharge or release from active duty)
- \_\_\_\_\_ Armed Forces Service Medal Veteran (service medal was awarded)
- \_\_\_\_\_ None

How did you learn of this vacancy?

- \_\_\_\_\_ Walk in applicant.
- \_\_\_\_\_ Newspaper advertisement.  
Name of publication \_\_\_\_\_
- \_\_\_\_\_ Referred by a current or former employee
- \_\_\_\_\_ On-line advertisement
- \_\_\_\_\_ Sign on company vehicle
- \_\_\_\_\_ Job site sign

For Office Use Only

Job Group # \_\_\_\_\_

Group Name \_\_\_\_\_

# EMPLOYEE TOOL LIST

## MUSE CONCRETE CONTRACTORS, INC.

The company supplies employee's personal protection equipment such as hard hat, gloves, safety glasses, ear plugs, etc., as required by OSHA

The following lists are the required tools for the indicated positions.

### LABORER'S TOOL LIST

- Measuring Tape – 25' minimum
- Hammer – smooth face
- Pliers
- Vise-Grips
- Razor Knife
- Concrete Boots
- Knee Pads
- Shovel
- Concrete Rake – Comealong
- PPE - hard hat, gloves, safety glasses

### CARPENTER'S TOOL LIST

- Carpentry Bags
- Hammers – Smooth face
  - Waffle head – optional
- Measuring Tape – 25' minimum (2 each)
- Measuring Tape – 100' minimum
- Plumb Bob – 16-32 oz.
- Hand Saw – 8 pts minimum
- Level – 4' minimum
- Torpedo Level – 8" or 12"
- Tie Wire Pliers – Dikes optional
- 12" Crescent Wrench
- Vise Grips
- Cat's Paw
- Razor Knife
- Chalk Line
- Sledge Hammer – 6lb. minimum
- Wire Reel – optional
- Knee Pads
- Pencil
- PPE – hard hat, gloves, safety glasses

### FINISHER'S TOOL LIST

- Mag Hand Float
- 1/2" Hand Edger
- 1/4" Hand Edger
- Hand Jointers
- Trowels
- Nail Bags
- Measuring Tape 25'
- Hammer- smooth face
- Rubber Boots
- Safety Vest
- Safety Glasses
- Rubber Gloves
- Knee Pads
- Sliders
- Shovel
- PPE – hard hat, work gloves, safety glasses

I understand that I am expected to bring the required tools and personal protection equipment for my position to work with me everyday without exception. Not bringing my required tools and PPE daily may lead to disciplinary action including termination.

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Employee Name

Employee Signature

Date