APPLICATION
FOR EMPLOYMENT

ATLAS
SAND & ROCK, INC.
4341 SNAKE RIVER AVE.
LEWISTON, ID 83501-0648
Ph: (208) 743-5596 Fax: (208) 746-2530

Atlas Sand & Rock, Inc. is an equal employment opportunity employer which selects the individual who is the best match for a position based on job-related qualifications, without regard to race, color, creed, sex, national origin, religion, sexual preference, age, disability, or other protected group status.

Like substantially all American employers, Atlas Sand & Rock, Inc. employs its personnel "at will." This means that you are free to leave your employment with Atlas Sand & Rock, Inc. at any time, and Atlas Sand & Rock, Inc. is free to terminate your employment at any time. The period upon which compensation is based, e.g., hourly, monthly, annually, does not modify an employee's at will status.

Atlas Sand & Rock, Inc. requires all new employees to pass an initial drug screening prior to employment.

If you would like to request a reasonable accommodation or other assistance completing this form please email employment@atlassandandrock.com or call (208) 743-5596.

(PLEASE PRINT OR TYPE)

Date of Application _____

Position(s) applied for _____

Referral Source: ☐ Advertisement ☐ Friend ☐ Relative ☐ Walk-In
☐ Employment Agency ☐ Other _____

Name _____
Last First Middle

Address _____
Number Street City State Zip Code

Telephone ( ) _____ Email Address _____
Area Code

Are you over 18 years of age? ☐ Yes ☐ No

Have you filed an application here before? ☐ Yes ☐ No If Yes, give date _____

Have you ever been employed here before? ☐ Yes ☐ No If Yes, give date _____

Are you employed now? ☐ Yes ☐ No May we contact your present employer? ☐ Yes ☐ No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status? ☐ Yes ☐ No
(Proof of citzenship or immigration status may be required upon employment.)

On what date would you be available for work? _____

Are you available to work ☐ Full Time ☐ Part-Time ☐ Shift Work ☐ Temporary

Are you on a lay-off and subject to recall? ☐ Yes ☐ No

Can you travel if a job requires it? ☐ Yes ☐ No

Are you able to perform the essential functions of the position you are applying for with or without a reasonable accommodation? ☐ Yes ☐ No

Do you hold a Commercial Driver License (CDL) ? ☐ Yes ☐ No

References

Give name, address, telephone number and/or email address of three references who are not related to you and are not previous employers.

1) _____

2) _____

3) _____

Special Employment Notice for Veterans

Government contractors are subject to 38 USC 4012 of the Vietnam Era Veterans Readjustment Act of 1974 which requires that they take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam Era, and Section 503 of the Rehabilitation Act of 1973, as amended, which requires government contractors to take affirmative action to employ and advance in employment qualified handicapped individuals.

If you are a disabled veteran, or have a physical or mental handicap, you are invited to volunteer this information. The purpose is to provide information regarding proper placement and appropriate accommodation to enable you to perform the job to the best of your ability in a proper and safe manner. This information will be treated as confidential. Failure to provide this information will not jeopardize or adversely affect your consideration for employment.

If you wish to be identified, please sign below.

☐ Active Duty Wartime or Campaign Veteran

☐ Armed Forces Service Medal Veteran

☐ Disabled Veteran

☐ Campaign Badge Veteran

☐ Recently Separated Veteran

By typing in your name in the signature area it is considered your signature and therefore you agree to the terms and conditions.

Signed _____

Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities. Exclude organization names which indicate race, color, religion, sex or national origin. If you are applying for a position in Pullman, WA you are not required to disclose hourly rate/salary information.

1	Employer / Telephone ( )	Dates Employed From	To	Work Performed
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			
2	Employer / Telephone ( )	Dates Employed From	To	Work Performed
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			
3	Employer / Telephone ( )	Dates Employed From	To	Work Performed
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			
4	Employer / Telephone ( )	Dates Employed From	To	Work Performed
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			

If you need additional space, please continue on a separate sheet of paper.

Explain all breaks in employment, state duration and reason: _____

_____

_____

Summarize Special Skills and Qualifications: _____

_____

_____

Education

	Elementary	High School	College / University	Graduate / Professional
School Name				
Years Completed: *(Circle)*	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/Degree				
Describe Course of Study				
Describe Specialized Training, Apprenticeship, Skills and Extra-Curricular Activities				

Honors Received:

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 this application for employment as may be necessary in arriving at an employment decision and release Atlas Sand & Rock, Inc., from any and all liability concerning collection and use of information. 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 my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Company.

Signature of Applicant _____ Date _____

For Personnel Department Use Only

Arrange Interview ☐ Yes ☐ No

Remarks _____

Interviewer _____ Date _____

Employed ☐ Yes ☐ No Date of Employment _____

Job Title _____ Hourly Rate/Salary _____ Dept. _____

By _____
Name and Title Date

Applicant Data Record

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, sex, national origin, age, marital or veteran status, medical condition or handicap.

As employers/government contractors, we comply with government regulations and affirmative action responsibilities.

Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation.

This data is for periodic government reporting and will be kept in a **Confidential File** separate from the Application for Employment.

(PLEASE PRINT)

Date _____

Position(s) Applied For _____

Referral Source: ☐ Advertisement ☐ Friend ☐ Relative ☐ Walk-In

☐ Employment Agency ☐ Other _____

Name _____ Phone ( ) _____
LAST FIRST MIDDLE Area Code

Address _____
NUMBER STREET CITY STATE ZIP CODE

Affirmative Action Survey

Government agencies require periodic reports on the age, sex, ethnicity, handicapped and veteran status of applicants. This data is for analysis and affirmative action only. Submission of information is voluntary.

Date of Birth: _____

Check one:

☐ Male ☐ Female

Check one of the following:

Race/Ethnic Group: ☐ White ☐ Black ☐ Hispanic

☐ American Indian/Alaskan Native ☐ Asian/Pacific Islander

FOR PERSONNEL DEPARTMENT USE ONLY

Position(s) Applied For Is Open ☐ Yes ☐ No

Position(s) Considered For: _____

_____

Date _____

NOTES: