



# CONFIDENTIAL APPLICATION FOR EMPLOYMENT

PLEASE PRINT IN INK

## TO THE APPLICANT

The Federal Civil Rights Act of 1964 and the Americans with Disabilities Act of 1990 prohibit discrimination in employment practices because of race, color, religion, sex, disability, or national origin. The Federal Age Discrimination in Employment Act of 1968 and State laws further prohibit discrimination on the basis of age with respect to individuals who are at least 40 years of age. It is the policy of Caldwell Tanks, Inc. to observe these laws.

Please answer all questions on this form to the best of your ability so that your qualifications may be carefully reviewed and given thorough consideration. No question on this application is intended to secure information to be used for the purposes of discriminating.

<b>PERSONAL</b>						
NAME	LAST	FIRST	MIDDLE			
PRESENT ADDRESS	STREET			HOME ( ) -		
				CELL ( ) -		
				WORK ( ) -		
CITY	STATE	ZIP	FROM:	TO:	SOCIAL SECURITY #	
ARE YOU LEGALLY ABLE TO WORK IN THE UNITED STATES?			YES _____	NO _____		

<b>POSITION OBJECTIVE</b>				
POSITION APPLIED FOR	FULL TIME _____ PART TIME _____	SHIFTS 1ST___2ND___3RD___	SALARY EXPECTED \$/_____/Yearly	START DATE
HAVE YOU PREVIOUSLY APPLIED FOR A POSITION OR WORKED FOR CALDWELL TANKS, INC.? YES_____ NO_____			IF YES, WHEN? _____ POSITION HELD _____	
IF YOU ARE ACQUAINTED WITH OR RELATED TO ANY CALDWELL TANKS, INC. EMPLOYEE OR DIRECTOR, PLEASE INDICATE NAME AND RELATIONSHIP. _____				

<b>EDUCATION</b> (List Name of Last School/Institution Attended for Each Category)					
NAME, ADDRESS, CITY, STATE, AND ZIP	MAJOR COURSE OR SUBJECT	LAST YEAR COMPLETED	GRADUATED YES OR NO	GPA	DEGREE
HIGH SCHOOL OR PREPARATORY					
BUSINESS / VOCATIONAL / OTHER					
COLLEGE					

# EMPLOYMENT EXPERIENCE (List All Full Time and Part Time Employment; List Recent First)

EMPLOYED		FIRM'S NAME	AREA CODE & PHONE #
FROM:	TO:		

MO/YR	MO/YR	ADDRESS (INCLUDING CITY, STATE, ZIP)
-------	-------	--------------------------------------

STARTING POSITION	ENDING POSITION	STARTING SALARY: \$ _____ / HR. _____ MO _____
		ENDING SALARY: \$ _____ / HR. _____ MO _____

DUTIES

REASON FOR SEEKING NEW EMPLOYMENT

NAME AND TITLE OF SUPERVISOR OR MANAGER

EMPLOYED		FIRM'S NAME	AREA CODE & PHONE #
FROM:	TO:		

MO/YR	MO/YR	ADDRESS (INCLUDING CITY, STATE, ZIP)
-------	-------	--------------------------------------

STARTING POSITION	ENDING POSITION	STARTING SALARY: \$ _____ / HR. _____ MO _____
		ENDING SALARY: \$ _____ / HR. _____ MO _____

DUTIES

REASON FOR SEEKING NEW EMPLOYMENT

NAME AND TITLE OF SUPERVISOR OR MANAGER

EMPLOYED		FIRM'S NAME	AREA CODE & PHONE #
FROM:	TO:		

MO/YR	MO/YR	ADDRESS (INCLUDING CITY, STATE, ZIP)
-------	-------	--------------------------------------

STARTING POSITION	ENDING POSITION	STARTING SALARY: \$ _____ / HR. _____ MO _____
		ENDING SALARY: \$ _____ / HR. _____ MO _____

DUTIES

REASON FOR SEEKING NEW EMPLOYMENT

NAME AND TITLE OF SUPERVISOR OR MANAGER

# MILITARY SERVICE RECORD

HAVE YOU SERVED IN THE ARMED FORCES OF THE UNITED STATES? YES \_\_\_\_\_ NO \_\_\_\_\_

WERE YOU DISCHARGED FROM THE ARMED SERVICES UNDER HONORABLE CONDITIONS? YES \_\_\_\_\_ NO \_\_\_\_\_

## INDICATE EXPERIENCE / SKILLS / OR EQUIPMENT KNOWLEDGE

(Tests May be Administered for Proof)

_____ TYPING _____ W.P.M.	_____ PURCHASING
_____ SHORTHAND _____ W.P.M.	_____ SAFETY
_____ DICTAPHONE	_____ LOSS CONTROL
_____ PERSONAL COMPUTER	_____ CONTRACT ADMINISTRATION
_____ PC-BASED WORD PROCESSING SOFTWARE	_____ PROJECT MANAGEMENT
_____ PC-BASED SPREADSHEET SOFTWARE	_____ STEEL FABRICATION
_____ PC-BASED ACCOUNTING SOFTWARE	_____ WELDING
_____ ACCOUNTING	_____ PAINTING
_____ PROGRAMMING	_____ SUPERVISION / MANAGERIAL EXPERIENCE
_____ ENGINEERING	_____ FIELD CONSTRUCTION
_____ DRAFTING	_____ ESTIMATING / SALES
_____ CAD-CAM	_____ BLUEPRINT INTERPRETATION
_____ VALID DRIVER'S LICENSE (Please check only if you are applying for truck driver position.)	_____ OVERHEAD CRANE _____
	_____ OTHER _____

WHY ARE YOU INTERESTED IN EMPLOYMENT WITH CALDWELL TANKS? \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF OR PLEADED GUILTY (INCLUDING AN ALFORD PLEA or NOLO CONTENDERE) TO A FELONY?

YES \_\_\_\_\_ NO \_\_\_\_\_ (IF YES, GIVE DATE, PLACE, AND CIRCUMSTANCES) \_\_\_\_\_

NOTE: CONVICTION WILL NOT NECESSARILY DISQUALIFY YOU FROM FURTHER CONSIDERATION FOR EMPLOYMENT.

# PERSONAL REFERENCES

LIST THREE PERSONAL REFERENCES WHO ARE NOT RELATIVES OR FORMER EMPLOYERS

NAME _____	NAME _____	NAME _____
ADDRESS _____	ADDRESS _____	ADDRESS _____
_____	_____	_____
(City, State & Zip)	(City, State & Zip)	(City, State & Zip)
PHONE NUMBER _____	PHONE NUMBER _____	PHONE NUMBER _____
OCCUPATION: _____	OCCUPATION: _____	OCCUPATION: _____

## STATEMENT (Please read carefully)

I hereby certify that the answers given and statements made are true and correct. I understand that misrepresentation of the facts, or omitted or false statements on this application may result in immediate disqualification of this application or immediate dismissal after employment begins. I hereby authorize all my previous employers and references to furnish any information concerning my personal character or employment records. You may make investigation through credit and other investigating agencies, and I release persons making such inquiries from liability or damages incurred as a result of inquiry and furnishing this information. I agree that the submission of this application to Caldwell Tanks, Inc. and its acceptance does not imply that there are any positions open and does not in any way obligate Caldwell Tanks, Inc. I understand and agree that if employed, my employment will be for no fixed term and will be terminable at will by either party at any time with or without cause and without any previous notice from the employer. If employed, I agree to comply with all rules of Caldwell Tanks, Inc.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
APPLICANT'S SIGNATURE (Full Name)

## DO NOT WRITE BELOW THIS SPACE

INTERVIEWER(S) \_\_\_\_\_ DATE OF INTERVIEW \_\_\_\_\_

COMMENTS \_\_\_\_\_

TENTATIVE ACTION TAKEN \_\_\_\_\_

FINAL ACTION TAKEN \_\_\_\_\_

AGREEMENT, AUTHORIZATION, AND CONSENT FOR RELEASE OF BACKGROUND INFORMATION

Please Type or Print

I, \_\_\_\_\_  
 Last Name                      First Name                      Middle Name                      (Please include Jr., Sr, II, III, Etc.)

understand that in conjunction with my application for employments, work to be performed under contract, promotion, volunteer position, reassignment, and/or retention ("work"), Caldwell Tanks, Inc. will use the services of an outside agency to research and verify the information I have provided on my application for employment including my personal background, character, professional standing, work history and qualifications. This agency will provide a written report of its findings to Caldwell Tanks, Inc. Caldwell Tanks, Inc. uses AbsoluteHire, a consumer-reporting agency, as an agent to perform its Employment related

AbsoluteHire will utilize various sources of information it deems appropriate including but not limited to: criminal conviction records, current and former employers, department or motor vehicles records, military records, credit reporting agencies, education records, professional and personal references and workers compensation records including any and all injuries in compliance with the Americans with Disabilities Act. I agree, authorize and consent to the release and disclosure of any and all information including but not limited to the above to Caldwell Tanks, Inc and AbsoluteHire.

I agree, authorize and consent to the procurement of a Consumer Report and/or investigative Consumer Report and understand that it may contain information about my creditworthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This authorization in original or copy form shall be valid for my term of work from the date indicated next to my signature. According to the Fair Credit Reporting Act, I will be notified by Caldwell Tanks, Inc. if work is denied because of information obtained from a consumer reporting agency. Additionally, I understand that if requested within 60 days, I will be given a full and accurate disclosure as to the nature of the substance of all information provided to Caldwell Tanks, Inc. I further understand that I may request a copy of the report, and that while doing so, proper identification will be required and I should direct my request to: AbsoluteHire, 3009 Douglas Blvd., 3rd Floor, Roseville, CA 95661. I understand that residents of all states will automatically receive a copy of the report if an adverse action is taken regarding the employment application, or upon request as outlined herein.

CHECK THIS BOX IF you are applying for work with a California, Minnesota, or Oklahoma based employers and you would like a copy of your Consumer Report if one is prepared in the investigation of your background. CA Codes 1785.20.5 & 1788.16(a)(5)(1). MN Code 13C Subdivision 2, OK Code 24 O.S. 148

**LAW ENFORCEMENT AGENCIES AND OTHER ENTITIES FOR POSITIVE IDENTIFICATION PURPOSES REQUIRE THE FOLLOWING INFORMATION WHEN CHECKING PUBLIC RECORDS. IT IS CONFIDENTIAL AND WILL NOT BE USED FOR ANY OTHER PURPOSES. PLEASE PRINT CLEARLY.**

Signed _____	Today's Date _____
Name as it appears on your driver's licence _____	Position applied for _____
Social Security Number _____	Date of Birth _____
Driver's License Number _____	State _____

Other names you have used, or are also known as, including maiden name, name changes or any aliases:

**Please Provide All Residential Addresses for the Past Seven Years**

Current Address:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; border-bottom: 1px solid black;">Street</td> <td style="width:10%; border-bottom: 1px solid black;">Apt #</td> <td style="width:15%; border-bottom: 1px solid black;">City</td> <td style="width:10%; border-bottom: 1px solid black;">State</td> <td style="width:15%; border-bottom: 1px solid black;">Zip Code</td> <td style="width:25%; border-bottom: 1px solid black;">From/To</td> </tr> </table>	Street	Apt #	City	State	Zip Code	From/To
Street	Apt #	City	State	Zip Code	From/To		
Former Address:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; border-bottom: 1px solid black;">Street</td> <td style="width:10%; border-bottom: 1px solid black;">Apt #</td> <td style="width:15%; border-bottom: 1px solid black;">City</td> <td style="width:10%; border-bottom: 1px solid black;">State</td> <td style="width:15%; border-bottom: 1px solid black;">Zip Code</td> <td style="width:25%; border-bottom: 1px solid black;">From/To</td> </tr> </table>	Street	Apt #	City	State	Zip Code	From/To
Street	Apt #	City	State	Zip Code	From/To		
Former Address:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; border-bottom: 1px solid black;">Street</td> <td style="width:10%; border-bottom: 1px solid black;">Apt #</td> <td style="width:15%; border-bottom: 1px solid black;">City</td> <td style="width:10%; border-bottom: 1px solid black;">State</td> <td style="width:15%; border-bottom: 1px solid black;">Zip Code</td> <td style="width:25%; border-bottom: 1px solid black;">From/To</td> </tr> </table>	Street	Apt #	City	State	Zip Code	From/To
Street	Apt #	City	State	Zip Code	From/To		
Former Address:	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; border-bottom: 1px solid black;">Street</td> <td style="width:10%; border-bottom: 1px solid black;">Apt #</td> <td style="width:15%; border-bottom: 1px solid black;">City</td> <td style="width:10%; border-bottom: 1px solid black;">State</td> <td style="width:15%; border-bottom: 1px solid black;">Zip Code</td> <td style="width:25%; border-bottom: 1px solid black;">From/To</td> </tr> </table>	Street	Apt #	City	State	Zip Code	From/To
Street	Apt #	City	State	Zip Code	From/To		

**CALDWELL TANKS, INC.**  
4000 Tower Rd., Louisville, KY 40219  
57 E. Broad Str., Newnan, GA 30263

**Consumer Reports Notification**

You are hereby notified that a consumer report or an investigative consumer report may be obtained from a consumer reporting agency, other agency or directly by this employer for the purpose of evaluating you for employment, promotion, reassignment or retention as an employee.

The report may contain information bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living from public or private record sources or through personal interviews with your neighbors, friends, associates or education facility.

# Caldwell Tanks

## Job Applicant Self Identification of Race/Ethnicity, Gender and Veteran Status

**Caldwell Tanks** is a federal contractor subject to Title 41, Part 60 of the Code of Federal Regulations, Equal Employment Opportunity, which requires us to develop and implement affirmative action plans to ensure equal employment opportunity and non-discrimination. Therefore, in an effort to comply with applicable government regulations, and to ensure equality of employment opportunities to all individuals, we are requesting that you assist us in our effort by providing us with the following information. **This form will be used for statistical purposes only. Your submission of this information is voluntary.** Failure to provide this information will not affect our consideration of your application for employment. This document will not become part of your employment application or personnel file in the event that you are hired.

**ETHNICITY/RACE:**

- Hispanic or Latino
- White
- Black or African American
- Asian
- American Indian or Alaskan Native
- Native Hawaiian or Other Pacific Islander
- Two or More Races

**Gender:**  Male  
 Female

**Veteran Status:**  Recently Separated U.S. Armed Forces Veteran  
 Other U.S. Armed Forces Protected Veteran  
 U.S. Armed Forces Service Medal Only Veteran

**Position Applied For:**

\_\_\_\_\_

**How Did You Find Out About This Position:**

- Newspaper or Other Publication
- State Employment Office
- High School or Career Office
- Internet Website
- Caldwell Employee Referral
- Caldwell Website

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**For those mailed to internet applicants, please return this completed form via email or in the enclosed self addressed/stamped envelope.**

*If you have any questions about the government requirements or this request,  
Please contact our office of Human Resources at 502-964-3361 or email [gfranke@caldwelltanks.com](mailto:gfranke@caldwelltanks.com)*

**Caldwell Tanks** is an Equal Opportunity/Affirmative Action Employer. We are committed to providing Equal Employment Opportunities to all persons.