

Joe McGee Construction Company, Inc.

6609 Steve Lee Drive
PO Box 340- Lake, MS 39092
601-775-3754 www.JoeMcGeelnc.com

Submit by email to Opportunities@JoeMcGeeconst.com or return to front office



AN EQUAL OPPORTUNITY EMPLOYER

Application for Employment

Office Use

Hire date: _____
Supervisor: _____
Rate of Pay: _____
Class: _____
Hard Hat: _____
Safety Vest: _____

Personal Information

Last name/First name/Middle: _____ Today's date: _____

Street address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Social Security Number: _____

Home Cell Work

Have you ever applied for employment with us?

Yes No

If yes, month and year: _____ Location: _____

Position Desired: _____ Pay Expected: _____

Apart from absences or religious observations, are you available for full-time work?

Yes No

Will you work overtime if asked?

Yes No

When will you be available to begin work? _____

Other special training or skills, languages, machine operation, etc? _____

Education

Graduate School:

Name and location of School _____

Course of study _____ Years completed _____

Did you graduate? Yes No Degree or diploma _____

College:

Name and location of School _____

Course of study _____ Years completed _____

Did you graduate? Yes No Degree or diploma _____

Business/ trade / Technical:

Name and location of School _____

Course of study _____ Years completed _____

Did you graduate? Yes No Degree or diploma _____

High school:

Name and location of School _____

Course of study _____ Years completed _____

Did you graduate? Yes No Degree or diploma _____

Military

Have you served in the U.S. Armed Forces? Yes No

If yes, which branch? _____

Describe any training received relevant to the position for which you are applying: _____

Employment

Please give an accurate and complete full-time and part-time employment record. Start with your present or most recent employer.

Company 1

Company Name: _____ Phone: _____

Street address: _____ City: _____ State: _____ Zip: _____

Name of Supervisor: _____ Job Title: _____

Employed (month and year): From: _____ to: _____

Weekly Pay: _____ Start: _____ Last: _____

Describe your responsibilities: _____

Reason for leaving: _____

Company 2

Company Name: _____ Phone: _____

Street address: _____ City: _____ State: _____ Zip: _____

Name of Supervisor: _____ Job Title: _____

Employed (month and year): From: _____ to: _____

Weekly Pay: _____ Start: _____ Last: _____

Describe your responsibilities: _____

Reason for leaving: _____

Citizenship & Age

Are you a U.S. Citizen? Yes No

Are you over 18? Yes No

*If not, employment is subject to verification of age.

Joe McGee Construction Company, Inc.

EEO/AA

Pre-Offer Voluntary Self-Identification Information

Joe McGee Construction Company, Inc. is an EEO/Affirmative Action Employer

We consider all applicants for positions without regard to race, color, religion, sex, national origin, age, mental or physical disabilities, veteran status, and all other characteristics protected by law. We also comply with all applicable laws including E.O. 11246 and the Vietnam Era Readjustment Assistance Act of 1974 governing employment practices and do not discriminate on the basis of any unlawful criteria. As a federal government contractor, we take affirmative action on behalf of protected veterans.

To be completed by applicant on a voluntary basis. Not for interview purposes. To be filed separately from application.

In an effort to comply with requirements regarding government recordkeeping, reporting, and other legal obligations, which may apply, we invite you to complete this applicant data survey. Failure to provide information will not subject you to any adverse personnel decision or action. Your cooperation is appreciated.

Please be advised that this survey is not a part of your official application for employment. It will not be used in any hiring decision. The information will be used and kept confidential in accordance with applicable laws and regulations.

Position applying for: _____ Date: _____

Referral Source:

Note to contractor - customize this list with all of the diversity sources used for tracking purposes

- | | |
|---|---|
| <input type="checkbox"/> State Workforce Agency | <input type="checkbox"/> Employee Referral: _____ |
| <input type="checkbox"/> Social Media | <input type="checkbox"/> Employment agency: _____ |
| <input type="checkbox"/> Company Website | <input type="checkbox"/> School: _____ |
| <input type="checkbox"/> Advertisement | <input type="checkbox"/> Other: _____ |

Applicant Information:

Last name/First name/Middle: _____

Street address: _____ City: _____ State: _____ Zip: _____

Home Phone: _____ Business Phone: _____

Ethnicity / Race Categories: (identify one or more race categories) (definitions on next page)

- | | |
|---|--|
| <input type="checkbox"/> Hispanic or Latino or identify a race listed below | <input type="checkbox"/> Do not wish to identify |
| <input type="checkbox"/> White (not Hispanic or Latino) | <input type="checkbox"/> Asian (not Hispanic or Latino) |
| <input type="checkbox"/> Native Hawaii or other Pacific Islander (not Hispanic or Latino) | <input type="checkbox"/> American Indian or Alaska Native (not Hispanic or Latino) |
| <input type="checkbox"/> Black or African American (not Hispanic or Latino) | <input type="checkbox"/> Two or more races (not Hispanic or Latino) |

Gender Category Assigned at Birth:

Male Female Do not wish to identify

Protected Veteran Categories:

Protected Veteran Not a Protected Veteran Do not wish to identify

Definitions

Ethnicity / Race Category Descriptions:

Hispanic or Latino includes a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture origin, regardless of race.

White (not Hispanic or Latino) includes a person having origins in any of the original peoples of Europe, North Africa, or the Middle East, or North America.

Black or African American (not Hispanic or Latino) includes a person origins in any of the Black racial groups of Africa.

Native Hawaiian or Other Pacific Islander (not Hispanic or Latino) includes a person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Asian (not Hispanic or Latino) includes a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

American Indian or Alaskan Native (not Hispanic or Latino) includes a person having origins in any of the original peoples of North America and South America (Including Central America), and who maintains tribal affiliation or community attachment.

Two or More Races (not Hispanic or Latino) includes a person who identifies with more than one of the above races.

Protected Veteran Category Descriptions:

A disabled veteran includes any veteran of the U.S. Military ground, naval, or air service who: (a) is entitled to compensation, or who but for the receipt of military retired pay would be entitled to compensation under laws administered by the Secretary of Veteran Affairs, or (b) who was discharged or released from active duty because of service-connected disability.

Active Duty Wartime or Campaign Badge Veteran includes any veteran who served on active duty in the U.S. Military, ground, naval, or air service in a war, campaign or expedition in which a campaign badge has been authorized under the laws administered by the Department of Defense.

Recently Separated Veteran includes any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. Military ground, naval, or air services.

Armed Forces Service Medal Veteran includes any veteran who, while serving on active duty in the U.S. Military ground, naval, or air service, participated in a United State military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.