



F.D. Sterritt Lumber Co. Employment Application

1.
Employer: F.D. Sterritt Lumber Co
Address: 110 Arlington Street
City/State/Zip: Watertown, MA 02472
Telephone: (617) 923-1480

It is the policy of F.D. Sterritt Lumber Co to provide equal employment opportunities to all applicants and employees without regard to any legally protected status such as race, color, religion, gender, national origin, age, disability or veteran status.

2.
Applicant Name: _____

Home Address: _____

City/State/Zip: _____

Number of years at address: _____

Daytime Phone: _____ Evening Phone: _____

Social Security Number: _____

3.
Who should be contacted in case of an emergency?

Contact Name: _____

Relationship to you: _____

Address: _____

City/State/Zip: _____

Daytime Phone: _____ Evening Phone: _____

4.
Job Position Applied For: _____

5.
Salary Desired: \$ _____ per _____

6.
Referral Source: who referred you to our company?

7.
Have you applied to our company previously? _____ Yes _____ No

8.
Are you at least 18 years old? _____ Yes _____ No

9.
Drivers License Number: _____

What State issued your license? _____

10.
Are you willing to work any shift, including nights and weekends? _____ Yes _____ No

If no, please state any limitations: _____

11.
If you are offered employment, when would you be available to begin work? _____

12.
Are you legally eligible for employment in the United States? _____ Yes _____ No

13.
Are you able to perform the essential functions of the job position with or without reasonable accommodation? _____ Yes _____ No

14.
Have you ever been convicted of any crime, including traffic violations?
_____ Yes _____ No If yes, please describe:

THE EXISTENCE OF A CRIMINAL RECORD DOES NOT CONSTITUTE AN AUTOMATIC BAR TO EMPLOYMENT UNLESS RELEVANT TO THE TYPE OF EMPLOYMENT.

15.
Applicant Employment History: List your current or most recent employment first

Employment Name _____

Address _____

City/State/Zip _____

Job Duties _____

Reason for Leaving _____

Dates of Employment (Month/Year) _____

Employment Name _____
Address _____
City/State/Zip _____
Job Duties _____
Reason for Leaving _____
Dates of Employment (Month/Year) _____

Employment Name _____
Address _____
City/State/Zip _____
Job Duties _____
Reason for Leaving _____
Dates of Employment (Month/Year) _____

16.

Applicants Education and Training: List your education and training

High School Name and Address: _____
Last Grade? ____9 ____10 ____11 ____12 Diploma? ____Yes ____No

College Name and Address: _____

Did you receive a degree? ____Yes ____No If yes, degree received _____
Other training (Graduate school, Technical, Vocational, Certifications, etc)

Awards, Honors, Special Achievements: _____

17.

Applicants Skills: Check those skills that you have. List any other skills that may be useful for the job you are seeking. Enter the number of year's experience, and circle the number that corresponds to your ability for each particular skill. (One represents poor ability, while 5 represents exceptional ability.)

Skills

| X | Skill | Years Experience | Ability Rating | | | | |
|----------|-----------------------------------|-------------------------|-----------------------|---|---|---|---|
| [] | Word Processing | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Accounting/Bookkeeping | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Filing | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Class II License | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Hydraulics License | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Boom License | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Lumber sales Experience | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Fork Truck Operator License | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Microsoft Word | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Microsoft Excel | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Microsoft Outlook | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Activant Eagle | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Building Lumber Loads | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Millwork Experience | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Blue Print Reading and Estimating | _____ | 1 | 2 | 3 | 4 | 5 |
| [] | Contracting Experience | _____ | 1 | 2 | 3 | 4 | 5 |

18.

References:

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Relationship: _____

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Relationship: _____

19.

Please provide us with any additional information that you believe should be considered

Certification

I certify that the information provided on this application is truthful and accurate. I understand that providing false or misleading information will be the basis for rejection of my application, or if employment commences, immediate termination.

I authorize F.D. Sterritt Lumber Co to contact former employers and educational organizations regarding my employment and education. I authorize my former employers and educational organizations to fully and freely communicate information regarding my previous employment, attendance, and grades. I authorize those persons designated as references to fully and freely communicate information regarding my previous employment and education.

If an employment relationship is created, I understand that unless I am offered a specific written contract of employment signed on behalf of the organization by its vice president, the employment relationship will be entirely voluntary in nature. In other words, with appropriate notice, I will have full and complete discretion to end the employment relationship when I choose and for reasons of my choice. Similarly, my employer would have the same right. Moreover, no agent, representative, or employee of F.D. Sterritt Lumber Co. Inc., except in a specific written contract of employment signed on behalf of the organization by its vice president, has the power to alter or vary the voluntary nature of the employment relationship.

I HAVE CAREFULLY READ THE ABOVE CERTIFICATION AND I UNDERSTAND AND AGREE TO ITS TERMS

APPLICANT SIGNATURE

DATE