

**KENCORE CONSTRUCTION, INC.**

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

Employment Application

**APPLICANT INFORMATION**

Last Name \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

Street Address \_\_\_\_\_ Apartment/Unit# \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security # \_\_\_\_\_

Date Available \_\_\_\_\_ Salary \$/hr \_\_\_\_\_

Position Applied For \_\_\_\_\_

Are you a citizen of the United States? YES \_\_\_ NO \_\_\_

If no, are you authorized to work in the U.S.? YES \_\_\_ NO \_\_\_

**EDUCATION**

High School \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES \_\_\_ NO \_\_\_ Degree \_\_\_\_\_

College \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES \_\_\_ NO \_\_\_ Degree \_\_\_\_\_

Other \_\_\_\_\_ Address \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Did you graduate? YES \_\_\_ NO \_\_\_ Degree \_\_\_\_\_

**REFERENCES**

**Please list three professional references.**

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

**REFERENCES**

Please list three personal references (not family members).

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Full Name \_\_\_\_\_ Relationship \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

**PREVIOUS EMPLOYMENT**

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_

Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

May we contact your previous supervisor for a reference? YES \_\_\_\_\_ NO \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_

Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

May we contact your previous supervisor for a reference? YES \_\_\_\_\_ NO \_\_\_\_\_

Company \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Supervisor \_\_\_\_\_

Job Title \_\_\_\_\_

Responsibilities \_\_\_\_\_

From \_\_\_\_\_ To \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

May we contact your previous supervisor for a reference? YES \_\_\_\_\_ NO \_\_\_\_\_

**Licensure, Registration, Certification: Example CDL, Driver's License, Certifications**

Type	Number	Date Received	Exp. Date	State of License

<b>MILITARY SERVICE</b>	
Branch _____	From _____ To _____
Rank at Discharge _____	Type of Discharge _____
If other than honorable, explain _____	
_____	

**TRAINING: Rate on training or skill on a scale from 1 to 5 (1 being highly skilled & 5 being unskilled)**

**Operating Skills:**

Backhoe \_\_\_\_\_ Dozer \_\_\_\_\_ Excavator \_\_\_\_\_ Skidsteer \_\_\_\_\_ Tractor \_\_\_\_\_ Dump Truck \_\_\_\_\_

**Driving Skills**

Standard shift \_\_\_\_\_ Towing \_\_\_\_\_ Backing up \_\_\_\_\_

**Other Construction experience please explain:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I certify that my answers are true and complete to the best of my knowledge.  
 If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Federal Drivers Privacy Protection Act Authorization to Obtain Vehicle Records

For the sole purpose of the determination and evaluation of my motor vehicle operating record and pursuant to the State and Federal regulations of compliance, I, \_\_\_\_\_ authorized Tracy, Driscoll Co. Inc to obtain my Motor Vehicle Record from the Department of Motor Vehicles. I understand that this record may contain personal information (1) in addition to any/all driver violations and/or accident, which may be on record through the State of Connecticut Department of Motor Vehicles. This will be released to your employer.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Employee's Name

\_\_\_\_\_  
Employee's Address

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Driver License Number

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Social Security #

(1) "Personal information" means information that identifies an individual, including an individual's photograph, social security number, driver identification number, name, address (but not the 5-digit zip code), telephone number and medical or disability information, but does not include information on vehicle accidents, driving violations, and driver status.

10/15/2019

A fee of \$19.50 will be charged to the employer



## Kencore Construction, Inc

# Disclosure Regarding Background Investigations

**Under a federal law called the Fair Credit Reporting Act, we are required to disclose information to you concerning our conducting background checks.**

Kencore Construction, Inc (the "Company") may obtain information about you from a consumer reporting agency for the purpose of either hiring you or if you have been hired, retaining you in employment. This means you may be the subject of a "consumer report" (a background report) or "investigative consumer report" which may include information concerning your character, mode of living, general reputation, personal and/or work characteristics, and credit standing. The types of information that may be ordered include but are not limited to: Social Security number verification; criminal records information, education information and, as appropriate, driving records checks; verification of prior employment; reference, licensing and certification checks; credit reports; drug testing results; and, worker's compensation history. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. Our organization uses the firm of Research Services 4 Brothers LLC (the "Consumer Reporting Agency") to obtain and report this information to us. The Consumer Reporting Agency may be reached at 124 Simsbury Rd, Avon, CT 06001, by e-mail [contact@rs4b.net](mailto:contact@rs4b.net), and by telephone 860-678-0066. You have the right upon your written request made in a reasonable period of time after receipt of this notice, to ask if a consumer report has been made about you and the nature and scope of any investigative consumer report and to request a copy of the report.

The background check will only be conducted with your written authorization using a separate document.

**Your signature below indicates that you have received this notice:**

**First Name** \_\_\_\_\_

**Middle** \_\_\_\_\_

**Last Name** \_\_\_\_\_

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





## Kencore Construction, Inc

### Authorization to Conduct Background Investigations

I acknowledge that I have received a **Disclosure Regarding Background Investigations** which informed me that as part of the decision to hire me or retain me in employment if hired, I may be the subject of a "consumer report" (a background report) or "investigative consumer report" which may include information concerning my character, mode of living, character, general reputation, personal and work characteristics, and credit standing. The types of information that may be ordered include but are not limited to: Social Security number verification; criminal, educational and, as appropriate, driving records checks; verification of prior employment; reference, licensing and certification checks; credit reports; drug testing results; and, if applicable, worker's compensation injuries. This information may involve personal interviews with sources such as my neighbors, friends and associates. Credit history will only be requested where such information is substantially related to the duties and responsibilities of the position for which you are applying. This information may be obtained by past or present employers; learning institutions, including colleges and universities; any law enforcement agency; federal, state and local courts; the military; credit bureaus; testing facilities; insurance companies, motor vehicle records agencies; worker's compensation commissions and agencies all other public sector repositories of information;

The organization to which I am applying uses the firm of Research Services 4 Brothers LLC (the "Consumer Reporting Agency") to obtain and report this information.

#### Authorization

I hereby authorize the obtaining of information as described above needed for the development of "consumer reports" and/or "investigative consumer reports" about me at any time after the receipt of this authorization, and if I am hired, throughout my employment. To this end, I also authorize the following agencies and entities to disclose to the Consumer Reporting Agency and its agents all information about or concerning me, including but not limited to: my past or present employers; learning institutions, including colleges and universities; any law enforcement agency; federal, state and local courts; the military; credit bureaus; testing facilities; insurance companies, motor vehicle records agencies; worker's compensation commissions and agencies all other public sector repositories of information; Such information that can be disclosed to the Consumer Reporting Agency and its agents.

First Name \_\_\_\_\_

Middle \_\_\_\_\_

Last Name \_\_\_\_\_

Signature of Releasor \_\_\_\_\_ Date: \_\_\_\_\_





# Kencore Construction, Inc Background Check Information

**Criminal History\*** Have you ever been convicted of a crime?  No  Yes If Yes: State: \_\_\_\_\_

\*You are not required to disclose the existence of any arrest, criminal charge or conviction, the records of which have been erased pursuant to section 46b-146, 54-76o or 54-142a, (2) that criminal records subject to erasure pursuant to section 46b-146, 54-76o or 54-142a are records pertaining to a finding of delinquency or that a child was a member of a family with service needs, an adjudication as a youthful offender, a criminal charge that has been dismissed or nolleed, a criminal charge for which the person has been found not guilty or a conviction for which the person received an absolute pardon, and (3) that any person whose criminal records have been erased pursuant to section 46b-146, 54-76o or 54-142a shall be deemed to have never been arrested within the meaning of the general statutes with respect to the proceedings so erased and may so swear under oath.

First Name \_\_\_\_\_ Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

Enter Any Other Names Used (Including Maiden Names)

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Last Used: \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Last Used: \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_ Last Used: \_\_\_\_\_

DOB \_\_\_\_/\_\_\_\_/\_\_\_\_ (M/D/Y) Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Driver's License # \_\_\_\_\_ State Issued In \_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Addresses Used within the last 7 years (Use separate sheet if needed)

- **Present Street Address** \_\_\_\_\_  
City/State/Zip \_\_\_\_\_
- **Previous Street Address** \_\_\_\_\_  
City/State/Zip \_\_\_\_\_
- **Previous Street Address** \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

Last School/College Attended \_\_\_\_\_ State \_\_\_\_\_ Last Year attended \_\_\_\_\_

Did you graduate?  Yes  No If yes, circle one  GED  Diploma  Degree

What Name did you Graduate Under? \_\_\_\_\_

**For Employer Use only** Requested by Lisa A. Morelli

Phone Number 860-793-4940 Fax Number 860-747-6621

Criminal (Indicate states) CT, Driver's History X Employment \_\_\_\_\_ Education \_\_\_\_\_

Social Security X Sex Offender Registry X Credit Report \_\_\_\_\_ National Criminal X

Fax to **860-678-1996** or **860-678-0099** Email: [contact@rs4b.net](mailto:contact@rs4b.net)



## STATE DISCLOSURES

### This page is for your records

**CALIFORNIA:** You may view the file that the Consumer Reporting Agency has for you, and order a copy of the file, upon submitting proper identification and paying copying costs, by coming to their offices, during normal business hours and on reasonable notice, or by certified mail or mail. You may also ask for a file-summary by telephone. The Consumer Reporting Agency can answer questions about the information in your file, including any coded information. If you come in person, another person can come with you, so long as that person can show proper identification.

**MAINE:** If you ask us, you have the right to know whether the Company ordered an investigative consumer report on you. You may request the name, address, and telephone number of the nearest office for the Consumer Reporting Agency. You will get this information within 5 business days of our receipt of your request. You have the right to ask the Consumer Reporting Agency for a free copy of the report.

**MARYLAND:** If the Company obtains credit history information on you, it will be used to evaluate whether you would present an unacceptable risk of theft or other dishonest behavior in the job for which you are being considered.

**MASSACHUSETTS/NEW JERSEY:** If you submit a request to us in writing, you have the right to know whether the Company ordered an investigative consumer report from the Consumer Reporting Agency. You may inspect and order a free copy of the report by contacting the Consumer Reporting Agency.

**MINNESOTA:** If you submit a request to us in writing, you have the right to get from the Company a complete and accurate disclosure of the nature and scope of the consumer report or investigative consumer report ordered, if any.

**NEW YORK:** If you submit a request to us in writing, you have the right to know whether the Company ordered a consumer report or an investigative consumer report from the Consumer Reporting Agency, and you will be provided with the name and address of the Consumer Reporting Agency. You may inspect and order a free copy of the reports by contacting the Consumer Reporting Agency. By signing below, you certify you have received a copy of **Article 23A** of the New York Correction Law is being provided with this form.

**OREGON:** If the Company obtains credit history information on you, it will be used to evaluate whether you would present an unacceptable risk of theft or other dishonest behavior in the job for which you are being considered.

**WASHINGTON STATE:** If you submit a request to us in writing, you have the right to get from the Company a complete and accurate disclosure of the nature and scope of the investigative consumer report we ordered, if any. You also have the right to ask the Consumer Reporting Agency for a written summary of your rights under the Washington Fair Credit Reporting Act. If the Company obtains information bearing on your creditworthiness, credit standing or credit capacity, it will be used to evaluate whether you would present an unacceptable risk of theft or other dishonest behavior in the job for which you are being considered.

### This page is for your records