



ALLGEIER, MARTIN and ASSOCIATES, INC.
Consulting Engineers

Employment Application

Save this form to your computer and email the completed file to amcecareers@amce.com
or mail to PO Box 2627, Joplin, MO 64803

Personal Information

Contact Information:

First Name: _____ Last Name: _____

Address: _____

Email: _____ Phone: _____

Which position are you applying for: _____

How did you hear about this position? _____

Education

High School

School: _____

City: _____ State: _____

Undergraduate College

School: _____

City: _____ State: _____

Course of Study: _____ Undergraduate Degree: _____ Years Completed: _____

Graduate College

School: _____

City: _____ State: _____

Course of Study: _____ Graduate Degree: _____ Years Completed: _____

Other Education

Military Experience

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Work Experience

Begin with most recent employer.

Employer 1

Most recent employer _____

City _____ State _____ Phone _____

Your Title _____ Supervisor _____

Date you began working for your most recent employer _____ End Date _____ May we contact this employer? _____

Your Responsibilities _____

Salary _____ Reason For Leaving _____

Employer 2

Employer _____

City _____ State _____ Phone _____

Your Title _____ Supervisor _____

Date you began working _____ End Date _____ May we contact this employer? _____

Your Responsibilities _____

Salary _____ Reason For Leaving _____

Employer 3

Employer _____

City _____ State _____ Phone _____

Your Title _____ Supervisor _____

Date you began working _____ End Date _____ May we contact this employer? _____

Your Responsibilities _____

Salary _____ Reason For Leaving _____

Employer 4

Employer _____

City _____ State _____ Phone _____

Your Title _____ Supervisor _____

Date you began working _____ End Date _____ May we contact this employer? _____

Your Responsibilities _____

Salary _____ Reason For Leaving _____

Explain Any Gaps In Employment _____

Questionnaire

Can you demonstrate eligibility to work in the United States? _____

If under the age of 18 can you provide proof of work eligibility? _____

Are you currently employed? _____ Date Available for Work: _____

Have you ever filed an application with Allgeier Martin before? _____ If Yes, Approximate Date _____

Do any of your relatives work at Allgeier Martin? _____ If Yes, give name(s) and relationship: _____

Type of employment desired (select one): Full Time Part Time Temporary

Will you accept temporary or on-call employment? _____

If seeking part time or temporary employment, state availability: _____

Will you travel if required? _____ If Yes, can you provide your own transportation? _____

Can you travel for extended periods? _____ If Yes, what is your maximum period? _____

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? _____

Skills & References

Experience relevant to the position:

Specialized skills, training, and/or apprenticeship experience (include equipment, software, etc.):

Professional membership(s) and offices held:

Additional qualifications and information:

Professional References

(Do not include family or past supervisors):

Name: _____ Occupation: _____ Phone: _____

Name: _____ Occupation: _____ Phone: _____

Name: _____ Occupation: _____ Phone: _____

Please include your resume

I certify that the answers given are true and complete.

I authorize investigation of all statements contained in this application as may be necessary in arriving at an employment decision.

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 employer.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with Allgeier, Martin and Associates, Inc. is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

I have read and understand the preceding statements _____ Date _____
Signature

Allgeier, Martin and Associates, Inc. is an equal opportunity employer and hires solely on the basis of qualifications and ability to do the job to be filled. The company has adopted a drug free workplace policy and has implemented a smoke free building policy.

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Office Use Only

Application received by: _____ Date: _____

Interview scheduled by: _____ Date: _____

Interviewed by: _____ Date: _____

Disposition: _____

Personnel Data:

Must be completed by supervisor/manager prior to hire date.

Hire date: _____ Time: _____ Location: _____

Supervisor: _____ Position: _____ Department Code: _____

Status (circle one): Full Time Part Time Temporary Starting pay rate: \$ _____ per Hour Month

Notes: _____

Signature: _____

Each newly hired employee will be emailed a copy of the Employee Manual on or before reporting for work.