

# R.J. Carroll Company

Working to be the best Master Contractor in the Telecommunications Industry... around the globe!

## Application for Employment

1341 Highway South 287  
Mansfield, Texas 76063  
(817) 477-5664

806 North Main Suite B  
Lindale, Texas 75771  
(903) 882-4074

10580 CF Hawn Freeway  
Dallas, Texas 75217  
(972) 557-6688



**R.J. Carroll Company is working to provide a drug-free and alcohol free work environment and is an Equal Employment Opportunity Employer.**

I certify that the information contained in this application is correct to the best of my knowledge. I understand that falsification or incomplete information may be grounds for non-employment and, if employed, for termination of employment. I authorize any of the persons and/or organizations listed on this application to give R.J. Carroll Company, any and all information, concerning my previous employment and qualifications. I authorize R.J. Carroll Company to request and receive information as needed in relation to my employment

### CANDIDATE INFORMATION

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/ Zip \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_ Alternate phone number: (\_\_\_\_) \_\_\_\_\_

Position Applied For \_\_\_\_\_ Salary desired \_\_\_\_\_

Are you at least 18 years old?  Yes  No Do you have transportation to work?  YES  NO

Are you legally permitted to work in the United States?  Yes  No

If you are applying for a position involving regular or occasional driving, in R.J. Carroll Company-owned or personal vehicles, answer the following questions. If not go directly to the next section.

Drivers License Number \_\_\_\_\_ State \_\_\_\_\_ Expiration \_\_\_\_\_

Have you received any tickets, citations and/or accidents within the past 3 years, excluding parking tickets?

No  Yes If yes state reason(s): \_\_\_\_\_

Other than traffic violations, have you ever been convicted of, pled guilty to, received probation or deferred adjudication for any criminal offense?

No  Yes If yes describe in full, dates, criminal offenses, location (city & state) and disposition:

\*A "Yes" answer does not necessarily disqualify you from employment.

Are you able to perform the essential functions of the job applying for?  Yes  No

Do you speak any foreign languages?  No  Yes If yes, what language? \_\_\_\_\_

### EMERGENCY INFORMATION

Who should we contact in case of an emergency? \_\_\_\_\_

Phone \_\_\_\_\_ Relationship \_\_\_\_\_

### EMPLOYMENT HISTORY (Start with the most recent)

Company \_\_\_\_\_ Date From \_\_\_\_\_ To \_\_\_\_\_

Supervisor \_\_\_\_\_ Phone \_\_\_\_\_

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

Position \_\_\_\_\_ Starting Salary \_\_\_\_\_ Final \_\_\_\_\_

Duties \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

**EMPLOYMENT HISTORY continued.....**

Company \_\_\_\_\_ Date From \_\_\_\_\_ To \_\_\_\_\_  
Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Position \_\_\_\_\_ Starting Salary \_\_\_\_\_ Final \_\_\_\_\_  
Duties \_\_\_\_\_

Reason for leaving:

Company \_\_\_\_\_ Date From \_\_\_\_\_ To \_\_\_\_\_  
Supervisor \_\_\_\_\_ Phone \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Position \_\_\_\_\_ Starting Salary \_\_\_\_\_ Final \_\_\_\_\_  
Duties \_\_\_\_\_

Reason for leaving:

List any gaps in employment: From: \_\_\_\_\_ To \_\_\_\_\_ Reason: \_\_\_\_\_  
From: \_\_\_\_\_ To \_\_\_\_\_ Reason: \_\_\_\_\_

List any additional skills, equipment, software and/or experience that you feel would be beneficial to your employment with R.J. Carroll Company:

**Acknowledgement (read carefully)**

*I certify that the information contained in this application is correct to the best of my knowledge. I understand that falsification or incomplete information may be grounds for non-employment and, if employed, for termination of employment.*

*I understand that R.J. Carroll Company will conduct an investigation of my background, including but not limited to my qualifications, prior record and suitability for employment. I authorize R.J. Carroll Company to conduct an investigation, confirm the information provided by me on this application form and in other documents that I have provided, such as resumes, or information provided during my interview. I consent to having my former employer or other individuals and organizations provide accurate and complete responses to the employer to assist in this investigation.*

*I hereby release and discharge R.J. Carroll Company and its agents conducting the investigation and individuals, organizations and their agents who respond to the investigation and provide and/or confirm information about me, from any and all claims, demands, actions, liabilities and damages of whatever kind.*

*In consideration for my employment, I agree to conform to the rules, regulations, policies and procedures as set forth by R.J. Carroll Company. I acknowledge that rules, regulations, policies and procedures may be changed, withdrawn, added and/or interpreted at any time, at the Company's sole option, with or without prior notice to me.*

*I understand that maintaining a driving record acceptable to R.J. Carroll Company is mandatory for designated positions. Failure to do so will be grounds for reduction of duties, pay and/or termination. I understand that accidents and/or tickets, whether my fault or not, on personal and/or business, shall be considered as part of my personnel record. I shall notify my supervisor of any such tickets and/or accidents within 24 hours or within the next business day. I understand that I am subject to a drug screen for pre-employment and, if hired, post accident and random drug and alcohol screen as deemed necessary by the Company.*

*Certifico que la informacion de esta aplicacion es correcta a mi mejor de mi conocimiento y entiendo que si falsifico cualquier informacion. Sea rechazaro para emplearme o para despedir me si ser empleado.*

*Y autoriso a cualquier persona o organizacion que se en listan en esta aplicacion que le den mi resumen a RJCC o a quien concierna mi informacion para mi historia de empleo y calificacion para emplearme.*

*En concideracion a mi trabajo conforme a las regalas y regulaciones de R J Carroll Co. a mi conocimiento. Se que las reglas pueden cambiar en cualquier tiempo, esta compania tiene la opcion de pasar este aviso a mi.*

*Entiendo que si tengo accidentes o multas es mi culpa o no, es personal o tiempo de negocios es conciderado parte de mi recor de manejar y debo notificar a mi supervisor de cualquier multa o accidente en 24 horas. Si fallo de noticar los hechos abra reduccion de trabajo, salario o hasta terminacion de empleo. Entiendo que estoy sujeto a uno pre-empleo y investigar los antecedentes necesario.*

**I have read and/or had read to me this statement understand the agreement as set forth by R.J. Carroll Company application.**

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