

Employment Application

Hy-Vee Construction and A+ Communications & Security are Equal Opportunity Employers and do not discriminate in hiring or employment on the basis of race, color, religion, national origin, citizenship, gender, marital status, sexual orientation, age, disability, veteran status, or any other characteristic protected by federal, state, or local law. Should you need assistance in completing this application, please contact Human Resources at 515-645-2300

Employment Preferences

Position Desired *	Are you willing to Travel? *
	<input type="checkbox"/> Yes <input type="checkbox"/> No

Personal Information

Required fields are marked with an asterisk (*).

First Name*	Middle Name*	Last Name*	Suffix
Address*			
City*	State/Location*	Postal Code*	
Primary Phone*	Secondary Phone*	Email Address*	
Did you hear about us on a College Campus? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Name:			

Background Information

Are you at least 18 years of age?*	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been employed by Hy-Vee Construction or A+ Comm & Security? *	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, in what capacity.	
Do you have any relatives currently employed at Hy-Vee Construction or A+ Comm & Security? *	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name and Relationship	
Have you ever been convicted of a felony?*	If yes, please explain:
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you ever been convicted of or pled guilty to an offense other than a minor traffic violation? Responding "yes" will not automatically preclude you from employment. (Include offenses for which you received probation)	If yes, please describe:
<input type="checkbox"/> Yes <input type="checkbox"/> No	

Educational Background

High School	
School Name *	School City *
School State *	Did you graduate? * <input type="checkbox"/> Yes <input type="checkbox"/> No
Diploma/Degree *	
College/University All fields required if a College/University name is provided.	
School Name	School City
School State	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No
Diploma/Degree	Course of study
Graduate/Professional/Trade School All fields required if a Graduate/Professional/Trade School name is provided.	
School Name	School City
School State	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No
Diploma/Degree	Course of study
Other Information	
Languages Spoken *	Languages Written *
Professional Certification(s) and/or License(s):	Membership in professional, trade, or civic organizations (Exclude those which disclose your race, sex, religion, national origin, age, ancestry, disability, or other protected status):

Employment History

Please list your most recent employer first.

Employer 1 All fields required if an employer name is provided	
Employer Name *	Type of Business *
Employer's Address *	City *
State *	Zip Code *
Phone Number *	May we contact this employer? * <input type="checkbox"/> Yes <input type="checkbox"/> No
Job Title *	I am currently employed with this employer * <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Date (mm/dd/yyyy) *	Ending Date (mm/dd/yyyy) * If currently employed enter today's date.

Supervisor's Name *	Supervisor's Title *
Reason for leaving or seeking other employment? *	
Brief description of job *	
Any moving violations while employed here?	
Employer 2 All fields required if an employer name is provided	
Employer Name	Type of Business
Employer's Address	City
State	Zip Code
Phone Number	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Job Title	I am currently employed with this employer <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Date (mm/dd/yyyy)	Ending Date (mm/dd/yyyy) If currently employed enter today's date.
Supervisor's Name	Supervisor's Title
Reason for leaving or seeking other employment?	
Brief description of job	
Any moving violations while employed here?	
Employer 3 All fields required if an employer name is provided	
Employer Name	Type of Business
Employer's Address	City
State	Zip Code
Phone Number	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Job Title	I am currently employed with this employer <input type="checkbox"/> Yes <input type="checkbox"/> No
Starting Date (mm/dd/yyyy)	Ending Date (mm/dd/yyyy) If currently employed enter today's date.
Supervisor's Name	Supervisor's Title

Reason for leaving or seeking other employment?
Brief description of job
Any moving violations while employed here?

Conditions of Application and Employment

By signing below, I hereby certify to Hy-Vee Construction and A+ Communications & Security ("the company") that the facts set forth in my application for employment are current, correct, and complete. I understand that falsification of these facts, or providing misleading or incomplete information constitutes grounds for rejection of my application or, if I am employed by the company, grounds for my immediate dismissal from employment without recourse against the company for any liability except for wages earned through the date of dismissal. I authorize the company and/or its designee or agent to investigate my background and/or information provided in this application for employment, including making inquiries of my employer, former employer(s), educational institution(s), personal and professional reference(s) and other sources, by telephone or otherwise to obtain information concerning my personal character, habits, disposition, reputation, previous employment, criminal history, motor vehicle records, credit history, mode of living, work experience and educational background. I hereby consent to such investigation and forever release the company, as well as any such persons who inquire about me on the company's behalf and/or those who provide information in connection with such investigation, from any and all liability related to the inquiry, release, disclosure and/or use of such information.

I understand that if offered employment, my employment with the company would be "at will," meaning that either I or the company may terminate my employment, at any time and for any or no reason, with or without notice or warning. I understand and agree that nothing in this application, any interview, any policy or procedure or other statement by the company, whether written or oral, shall create or be deemed to create a contract, express or implied, between me and the company.

I understand and agree that, as a condition of employment with the company, should it be offered, I must submit to and pass successfully any and all pre-employment examinations required by the company, including drug/alcohol screening and background checks. I understand that as required under the Immigration Reform and Control Act of 1986, if hired, I will be required to furnish appropriate documentation proving my employment authorization and identity within (3) days of my first date of employment.

Finally, I understand that I have been provided with the opportunity to speak with the company's Human Resources staff should I have any questions or concerns about the foregoing information. I have signed this Authorization and Acknowledgement with full understanding of and agreement to these terms.

I agree to the statements of the authorization above. *	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Signature *(enter full legal name)	Date *(mm/dd/yyyy)

Pre-employment Authorization and Consent for Release of Personal Information

Hy-Vee Construction and A+ Communications & Security ("the Company") may obtain information about you from a consumer reporting agency for employment purposes. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living and which can involve personal interviews with sources such as your neighbors, friends, or associates. These reports may contain information regarding your credit history, criminal history, social security verification, motor vehicle records ("driving records"), verification of your education or employment history, or other background checks. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained with regard to applicants for employment is an investigation into your education and/or employment history conducted by our third party vendor. The scope of this notice and authorization is all-encompassing, however, allowing the Company to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and throughout the course of your employment to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

Acknowledgement and Authorization

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" by the Company at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by our third party vendor, another outside organization acting on behalf of the Company, and/or the Company itself. I agree that a facsimile ("fax"), electronic or photographic copy of this Authorization shall be as valid as the original.

I agree to the statements of the authorization above. * <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Birth:
Signature (enter full legal name) *	Date (mm/dd/yyyy) *
Present Phone Number * () -	Social Security Number * (- -)
Driver's License Number * If you do not have a driver's license enter the word none, and select your current state of residence in the Driver's License State field. Driver's License State *	Type