

Main Building Supply Application for Employment

Thank you for your interest in working at MBS!

WHY WORK AT MBS?

\$15 / hour starting pay!

- i. Candidates with at least 2 years work experience who will average 24-40 hours per week start at **\$15/hr**
- ii. Candidates with less than 2 years work experience or who will average less than 24 hours per week start at **\$13/hr**

- **Great work environment**
- **Full-time and Part-time positions available**
- **Stable Schedule**
- **Paid Sick Leave, Employee Discount, and Training**
- **Full-time positions also offer Paid Vacation, Paid Holidays, Health Insurance, and Retirement Benefits**

DRUG SCREENING REQUIREMENT

We are committed to providing a safe and caring workplace. To this end, we conduct drug testing *before* hiring and *during* employment. We have a zero-tolerance drug policy (*including marijuana*).

We require that applicants take a 10 Panel Drug Screen before being hired. The cost of the drug screen is \$45, and we will reimburse you if the drug screen comes back clean.

If you would like to work in a drug-free workplace, please complete our Application for Employment. Thanks!

Main Building Supply

Please complete all information. Use ink and print clearly.

PERSONAL INFORMATION

Last Name

First Name

M.I

Current Address

City/State/Zip

Telephone # ()

Best time to call?

Email

Preferred Name

Prior Address

Are you legally authorized to work in the US? YES NO Are you under 18 years of age? YES NO

EMPLOYMENT HISTORY

Please account for the last 5 years, starting with the most recent.

Company Name

Employment Dates

From

To

Title

What kind of work did you do?

What were your job duties & responsibilities?

Why did you leave?

Company Name

Employment Dates

From

To

Title

What kind of work did you do?

What were your job duties & responsibilities?

Why did you leave?

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What kind of work did you do?

What were your job duties & responsibilities?

Why did you leave?

EDUCATION & SKILLS

Name of last school attended

Field of Study

Highest Grade/Degree

Additional training and skills

QUESTION

Why do you want to work at Main Building Supply?

CHARACTER REFERENCES

Personal Reference Name: _____ Phone: _____

Personal Reference Name: _____ Phone: _____

Personal Reference Name: _____ Phone: _____

JOB INTEREST

How many hours per week would you like to work? _____

CHARACTER REFERENCES

How soon could you start working for Main Building Supply? _____

What is your availability? *Greater flexibility increases your chance of hire and of being offered your preferred number of hours.*

	SUN	MON	TUES	WEDS	THURS	FRI	SAT
Earliest Time							
Latest Time							

Additional Availability Information _____

ADDITIONAL INFORMATION

Have you ever been convicted of a crime other than a minor traffic violation? YES NO

Have you ever been discharged or requested to resign from a position? YES NO

If hired, do you have a reliable means of transportation to and from work? YES NO

Have you ever been disciplined by an employer for attendance problems? YES NO

Are you presently using drugs (including marijuana), or have you used drugs (including marijuana) in the last 90 days? YES NO

TERMS OF HIRE

PLEASE READ CAREFULLY BEFORE SIGNING

I answered every question on this application completely, truthfully, and correctly. I understand that if I am hired and any of the information I provided is found to be untruthful, misstated, or purposely omitted, I could lose my job. I authorize Main Building Supply to investigate my past and present employment history, my education history, my character references, and my police records to ascertain any and all information which may be pertinent to my employment qualifications. I authorize the schools, employers, and references listed in my application to release information about my history, character, and qualification to Main Building Supply, and in so authorizing I release these organizations from any and all liability that may result from providing this information. I understand that this application is not an offer, promise, or contract of employment, either expressed or implied. My employment would be "at will" and could be terminated by either Main Building Supply or me at any time, with or without notice or cause. *(Federal law requires you to produce within 3 business days of hire specific documents establishing your identity and authorization for employment in the US).*

APPLICANT'S SIGNATURE (VOID UNLESS SIGNED AND DATED)

DATE

Your paper application will be considered active for 30 days.

An Equal Opportunity Employer: Main Building Supply is an equal opportunity employer and does not discriminate based upon race, color, religion, religious creed, national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender, gender identity, gender expression, age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves, domestic violence victim status, political affiliation, and any other other status protected by state or federal law.