

# Southwest General Construction, Inc.

## Work History

### PERSONAL INFORMATION

DATE \_\_\_\_\_

Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

Phone # \_\_\_\_\_ Email address \_\_\_\_\_

.....

### FORMER EMPLOYERS

List all employers, starting with the most recent.

Date Month & Year	Company Name Name & Phone # of Supervisor	Position/ Salary	Reason For Leaving
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From

To \_\_\_\_\_

From

To \_\_\_\_\_

From

To \_\_\_\_\_

From

To \_\_\_\_\_

From

To \_\_\_\_\_

From

To \_\_\_\_\_

\_\_\_\_\_

Do you have a current valid driver's license? YES \_\_\_\_\_ NO \_\_\_\_\_

Are you eligible to work in the US? YES \_\_\_\_\_ NO \_\_\_\_\_

Can you travel out of town for work? YES \_\_\_\_\_ NO \_\_\_\_\_

What position are you seeking? \_\_\_\_\_

What is your desired rate of pay? \_\_\_\_\_

Can you pass a drug test? YES \_\_\_\_\_ NO \_\_\_\_\_

Will anything prevent you from passing a background check to enter a government facility?

YES \_\_\_\_\_ NO \_\_\_\_\_

Have you ever been convicted of a crime? YES \_\_\_\_\_ NO \_\_\_\_\_

If Yes, please explain: \_\_\_\_\_

When can you start? \_\_\_\_\_

Where did you hear that we're hiring? \_\_\_\_\_

**To be completed by Southwest General Construction, Inc.**

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Interviewer \_\_\_\_\_

Date \_\_\_\_\_

Comments \_\_\_\_\_

Recommend for hire? YES or NO

Interviewer \_\_\_\_\_

Date \_\_\_\_\_

Comments \_\_\_\_\_

Recommend for hire? YES or NO

FINAL  
COMMENTS/TERMS/AGREEMENTS \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_