



Application for Employment

**Terra Engineering &
Construction Corporation**
2409 Vondron Road
Madison WI 53718-6735
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Employment@WhyTerra.com
www.WhyTerra.com

Thank you for your interest in Terra Engineering & Construction Corporation (Terra.) Terra is an **Equal Opportunity/Affirmative Action Employer** and does not discriminate on the basis of race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity, national origin, veteran status, arrest or conviction record or any other basis prohibited by state, federal or local law.

This application will be considered active for a period of 30 days. After that time, if you wish to be considered for employment, you must reapply.

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address			
City	State	ZIP	
Phone	E-mail Address		
Date Available for Work	Full-time	Part-time	Seasonal
Position(s) Applying For	Are you age 18 or over?	Yes	No
Are you a citizen of the United States or if not, are you currently authorized to work in the US without Terra having to take any action, either upon employment or at any date in the future, to ensure or assist you in maintaining lawful employment authorization to work? Yes No (Proof of authorization to work will be required upon hire.)			
Have you ever worked for Terra?	Yes No	If yes, when?	
If you are applying for a position which may require you to drive a vehicle as part of your job, list your driver's license number.			
Driver's License No.			State of Issue
Do you have transportation to work?	Yes No	Have you ever been denied a bond?	Yes No
Are you professionally licensed or registered with any organization(s) relating to the position(s) for which you are applying?			
Yes No	If yes, list the name(s) of the organization(s)		
Registration/License No.	State	Expiration Date	

Are you subject to any restrictions on your ability or availability to work the hours required, which may exceed 8 per day and 40 per week, or on certain days or occasions?

Yes	No	If yes, please explain.
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It is the policy of Terra Engineering & Construction Corporation to provide reasonable accommodations to individuals whose inability to work certain hours or on certain days is due to the individual's religious observances or for other reasons protected under applicable local, state or federal laws, unless to do so would cause a hardship.

Are you subject to any employment agreements or post-employment agreements with any other employers including but not limited to employment contracts, non-compete or non-solicitation of customer or employee agreements, intellectual property rights agreements and/or confidentiality agreements?

Yes	No	If yes, attach a complete and accurate copy of each agreement.
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EDUCATION

Did you graduate from High School or obtain a GED? Yes No

Answering "No" will not disqualify you from being considered for employment.

Name of College or Technical School Attended	Did you graduate?	Number of Years Completed	Type of Diploma or Degree

List any additional training you received that you believe is relevant to the position(s) you are applying for.

PREVIOUS EMPLOYMENT

Present or Most Recent Employer

Address	Phone
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Job Title	Starting Salary \$	Ending Salary \$
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Responsibilities

From	To	Reason for Leaving	Voluntary	Involuntary
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May we contact this employer for a reference?	Yes	No	Supervisor's Name
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Next Most Recent Employer				
Address			Phone	
Job Title		Starting Salary \$	Ending Salary \$	
Responsibilities				
From	To	Reason for Leaving		Voluntary Involuntary
May we contact this employer for a reference?		Yes	No	Supervisor's Name

Next Most Recent Employer				
Address			Phone	
Job Title		Starting Salary \$	Ending Salary \$	
Responsibilities				
From	To	Reason for Leaving		Voluntary Involuntary
May we contact this employer for a reference?		Yes	No	Supervisor's Name

PROFESSIONAL REFERENCES

List three (3) references whom you have known at least one year (excluding relatives or close friends.)

Name	Phone	Business/Occupation	Relationship

DISCLAIMER & SIGNATURE

I certify that the facts set forth in this application are true, correct and complete without misrepresentations or omissions of any kind whatsoever and I authorize an investigation of the statements I have made herein.

I hereby release from any and all liability all representatives of Terra for their acts performed in connection with evaluating my application, background, credentials and qualifications. I hereby further authorize any party (including the companies, schools and organizations with which I have been connected) to release any information they may have about me to Terra including all of my personnel records, any information about my performance during my employment with them and transcripts from any schools I have attended. I also release all persons, companies, schools and organizations (and all persons connected with them) who provide such information to Terra from any and all liability for damage for providing this information. I understand that if any of the information in this application form is discovered to be incorrect, false or misleading or if there are any misrepresentations or omissions of any kind whatsoever, then Terra may deny me employment or terminate my employment, and I agree that Terra shall not be liable in any respect if it does so.

I also understand that my employment with Terra is contingent upon the satisfactory completion of a background check which may include a medical examination, a drug screen and an investigation of my work record and references.

I understand that if I am employed by Terra, any such employment is not binding on either party for any specific period of time. I further understand that no representative of Terra, other than an Officer, has any authority to enter into any agreement for employment for any specified period of time. Any such agreement must be in writing and signed by an Officer. I understand that any other written or oral statement to the contrary, even if made by a supervisor, manager or Officer of Terra is invalid and should not be relied upon by me. I understand that if employed I will be an employee-at-will and that either Terra or I may terminate that employment relationship at any time, for any reason, with or without notice.

A photocopy of this authorization may be used by Terra Engineering & Construction Corporation and shall be as valid as the original.

Type or Sign Your Name

Date