



Shackelford Construction and Hauling, LLC is an Equal Opportunity Employer and is committed to excellence through diversity.

Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume.

Personal Information

Name

Address		City	State	Zip
Phone Number	Mobile Number	Email Address		
Are You A U.S. Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/>		Have You Ever Been Convicted Of A Felony? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Are you a Veteran? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list Rank and Special Skills in the employment section.		If Yes, When?		
		If Yes, Explain		
If Selected for Employment Are You Willing To Submit to a Pre-Employment, Random, and Other Drug and Alcohol Screening Test? Yes <input type="checkbox"/> No <input type="checkbox"/>				

Position

Position You Are Applying For	Available Start Date	Desired Pay
Employment Desired <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal	Are you willing to travel? Yes <input type="checkbox"/> No <input type="checkbox"/>	

Education

School Name	Location	Years Attended	Degree Received	Major

References

Name	Title	Company	Phone

Employment History

Employer (1)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip
Employer (2)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip
Employer (3)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip
Employer (4)	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

Signature Disclaimer

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Name (Please Print)	Signature
Date	

INVESTIGATION AUTHORIZATION & BACKGROUND SCREENING ORDER FORM

Under the applicable provisions of the federal Fair Credit Reporting Act (FCRA), notice is hereby given that a consumer report or investigative consumer report may be made which may include information pertaining to your employment history, educational accomplishments, criminal record, driving record, credit history (only when permitted by individual state law), character, general reputation, and personal characteristics. This report may also include information pertaining to a commercial driver's license and commercial driving work history, which, under provisions of the United States Department of Transportation, can include inquiries into drug and alcohol testing and use. An investigation into your workers' compensation and/or industrial accident background may also be conducted (and can be requested only after a conditional job offer has been made), according to the provisions of the Americans with Disabilities Act (ADA). This entire report will be used for employment purposes only, and will be processed by LABORCHEX Companies, an employment screening service, 2506 Lakeland Drive #200, Jackson, MS 39232, 800-880-0366. LABORCHEX conducts business according to all applicable federal and state laws. LABORCHEX agrees to use its best and most precise efforts to furnish its clients (a "client" is defined as a business, company, or organization which contracts with LABORCHEX to provide employment screening services to them) with accurate, current, complete, and reliable information based on such information as it is reasonably available and obtained via applicable public records sources and/or information services utilized by LABORCHEX. Sources also include contact by phone, FAX, U.S. Mail, and electronic mail of an applicant's previous employers, education officials, government agencies and other individuals/entities who can provide accurate verification and confirmation of the applicant's background.

PRIVACY NOTE: LABORCHEX does not distribute details of employment applications or results to anyone other than the client that requested the background investigation. Information provided by applicants is held by LABORCHEX in strict confidence according to all federal laws.

You are further advised that LABORCHEX does not counsel its clients regarding their hiring policies and procedures. LABORCHEX will not have any knowledge as to why you have been offered a position or the reasons why you were denied employment. Under the provisions of the FCRA, you have the right to dispute information provided in a report and, after providing proper identification, you can request a copy of such report(s), including details about the sources of information. Such information will be provided to you at no cost within 30 days after receiving your request. This information will be provided by the company, business, or organization at which you applied for employment. Upon your request, LABORCHEX will provide additional details regarding your employment screening report, particularly the names of specific resources used to gather information, such as courts, public record databases, commonly accepted data sources and individuals.

I, the undersigned, have read and fully understand the above notice. I hereby authorize LABORCHEX to investigate my employment history, educational accomplishments, criminal record, driving record, credit history, character, general reputation, personal characteristics, and information pertaining to a commercial driver's license and commercial driving work history, including inquiries into drug and alcohol testing and use. I authorize LABORCHEX to verify the facts stated by me on the attached application and/or resume. I understand that this investigation authorization will be valid for my entire period of employment.

Note: I understand that if I am a resident of CA, MA, ME, MN, NJ, NY, OK, and WA I can obtain a copy of the completed consumer report from LABORCHEX by checking this box (<input type="checkbox"/>), which will also include a document called A Summary of Your Rights Under the Fair Credit Reporting Act (FCRA).
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Date: _____ Print Name: _____
Last First M.I. Maiden
Applicant Signature _____ Soc. Sec.#: _____
Address: _____
Date of Birth (for criminal and driving record checks only): _____ DL#: _____ State _____

BELOW IS FOR COMPANY USE ONLY

Company: Shackelford Construction and Hauling, LLC Date: _____

Applicant Name: _____ Soc. Sec. #: _____

CHECK SCREENINGS REQUIRED FOR THIS APPLICANT

_____ Previous Employment Verification	_____ Driving Record Check
_____ Education Verification*	_____ Workers' Compensation Claims*
_____ D.O.T. _____ (Special Screening for Commercial Drivers)	_____ Employment Credit Report*
_____ Professional/Personal References	
_____ Professional License & Credential Check	
_____ Official Education Transcripts	
_____ CrimeChex PLUS Multi-State Criminal/Sex Offender Check	
_____ Other Criminal Record Checks (list jurisdictions below)	
_____ Check for Nationwide Federal Violations	
_____ List Criminal Record Jurisdictions Here: _____	_____ National Address Search & Social Security # Validation

NOTE: If you are not using the website to place orders, please include the completed job application and the signed investigation authorization to in your FAX or Email to LABORCHEX.
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*When permitted by state law.

Signature of Official Authorizing Investigation _____