



550 E 84th Ave E5,  
Thornton, CO 80229  
(303) 297-0340

## THANK YOU FOR YOUR INTEREST IN JOINING OUR TEAM!

At Hamon, we are enthusiastic about helping you develop your career through continuous learning opportunities. We strive to provide an environment where you can reach your fullest potential and be a key player on our team. Beginning on your first day and continuing throughout your career, Hamon provides the opportunity for you to develop a long and rewarding career. Please read the instructions to successfully complete this application carefully.

## Instructions

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### TYPED APPLICATION:

1. Save the document to your computer
2. Rename the file using your first and last name (ex. Employment Application - Jane Smith)
3. Open the file using Adobe Acrobat Reader or DC. If you do not have the application, you can download it for free here: <https://get.adobe.com/reader/>

**\*NOTE: completing this application in a web browser (Chrome, Firefox, Internet Explorer, etc.) will NOT save your work**

4. Fill PDF using application. Upon completion, save the document.
5. With the document still open, click "SUBMIT"

**OR**

Attach the completed application to an email and send to [info@hamoninfrastructure.com](mailto:info@hamoninfrastructure.com)

**OR**

Turn in your application in person at our office (Mon-Fri, 9 am-3 pm)

### HANDWRITTEN APPLICATION:

1. Save the document to your computer and print

**OR**

Visit our office (Mon-Fri, 9 am-3 pm) and fill out in person

# Application for Employment



**Please Print**

Hamon Infrastructure is an Equal Opportunity Employer. Equal access to programs, services and employment is available to all persons. Those Applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department. Please submit completed form to info@hamoninfrastructure.com

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**Position(s) applied for** \_\_\_\_\_ **Date of application:** \_\_\_\_\_

**Referral Source & name (if applicable):** \_\_\_\_\_

**Name:** \_\_\_\_\_  
LAST FIRST MIDDLE

**Address:** \_\_\_\_\_  
STREET CITY STATE ZIP CODE

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_ **Last 4 digits of SSN:** \_\_\_\_\_

**May we contact you at work?**

- Yes
- No

Phone: \_\_\_\_\_

**If you are under 18 and it is required, can you furnish a work permit?**

- Yes
- No

If no, please explain: \_\_\_\_\_

**Have you submitted an application here before?**

- Yes
- No

If yes, what date(s)? \_\_\_\_\_

**Have you ever been employed by Hamon Infrastructure?**

- Yes
- No

If yes, what date(s)? \_\_\_\_\_

**Are you legally eligible for employment in the US?**

- Yes
- No

**Date available for work:** \_\_\_\_\_

**Type of employment desired**

- Full-time
- Part-time
- Temporary
- Seasonal
- Educational Co-Op

**Will you relocate if the job requires it?**

- Yes
- No

**Will you travel if the job requires it?**

- Yes
- No

**Are you able to meet the attendance requirements of the position?**

- Yes
- No

**Will you work overtime if required?**

- Yes
- No

If no, please explain: \_\_\_\_\_

**Have you even been bonded?**

- Yes
- No

**Have you been convicted of a crime in the last seven (7) years?**

- Yes
- No

If yes, please explain: \_\_\_\_\_

CONVICTION WILL NOT NECESSARILY BE A BAR TO EMPLOYMENT. EACH INSTANCE AND EXPLANATION WILL BE CONSIDERED IN RELATION TO THE POSITION FOR WHICH YOU ARE APPLYING

**If driving is an essential job function:**

Driver's license # \_\_\_\_\_  
State: \_\_\_\_\_

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## EMPLOYMENT HISTORY

Provide the following information for your past and current employers, assignments or volunteer activities, starting with the most recent (use additional sheets if necessary). Explain any gaps in employment in comments section below.

|                                |       |   |                    |     |
|--------------------------------|-------|---|--------------------|-----|
| EMPLOYER                       | PHONE | JOB AND RESPONSIBILITY SUMMARY  | DATES EMPLOYED     |     |
| ADDRESS                        |       |   | FROM               | TO  |
| JOB TITLE                      |       |   | HOURLY RATE/SALARY |     |
| IMMEDIATE SUPERVISOR AND TITLE |       |   | STARTING           |     |
| REASON FOR LEAVING             |       |   | \$                 | PER |
| MAY WE CONTACT FOR REFERENCE?  |       |   | HOURLY RATE/SALARY |     |
|                                |       | FINAL   |                    |     |
|                                |       | \$  | PER                |     |
|                                |       | <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER |                    |     |

|                                |       |   |                    |     |
|--------------------------------|-------|---|--------------------|-----|
| EMPLOYER                       | PHONE | JOB AND RESPONSIBILITY SUMMARY  | DATES EMPLOYED     |     |
| ADDRESS                        |       |   | FROM               | TO  |
| JOB TITLE                      |       |   | HOURLY RATE/SALARY |     |
| IMMEDIATE SUPERVISOR AND TITLE |       |   | STARTING           |     |
| REASON FOR LEAVING             |       |   | \$                 | PER |
| MAY WE CONTACT FOR REFERENCE?  |       |   | HOURLY RATE/SALARY |     |
|                                |       | FINAL   |                    |     |
|                                |       | \$  | PER                |     |
|                                |       | <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER |                    |     |

|                                |       |   |                    |     |
|--------------------------------|-------|---|--------------------|-----|
| EMPLOYER                       | PHONE | JOB AND RESPONSIBILITY SUMMARY  | DATES EMPLOYED     |     |
| ADDRESS                        |       |   | FROM               | TO  |
| JOB TITLE                      |       |   | HOURLY RATE/SALARY |     |
| IMMEDIATE SUPERVISOR AND TITLE |       |   | STARTING           |     |
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|                                |       | FINAL   |                    |     |
|                                |       | \$  | PER                |     |
|                                |       | <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> LATER |                    |     |

**COMMENTS** (INCLUDING EXPLANATION FOR GAPS IN EMPLOYMENT): \_\_\_\_\_

**SKILLS & QUALIFICATIONS** - SUMMARIZE ANY SPECIAL TRAINING, SKILLS, LICENSE AND/OR CERTIFICATIONS THAT MAY QUALIFY YOU AS BEING ABLE TO PERFORM THE JOB-RELATED FUNCTIONS IN THE POSITION FOR WHICH YOU ARE APPLYING: \_\_\_\_\_

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## EDUCATION BACKGROUND IF JOB RELATED

**A.** List last three (3) schools attended, starting with most recent. **B.** List number of years completed. **C.** Indicate degree or diploma earned, if any. **D.** Grade Point Average or Class Rank. **E.** Major/minor field of study.

| A. SCHOOL | B. NUMBER OF YEARS COMPLETED | C. DEGREE DIPLOMA | D. GPA/CLASS RANK | MAJOR/MINOR |
|-----------|------------------------------|-------------------|-------------------|-------------|
|           |                              |                   |                   |             |
|           |                              |                   |                   |             |
|           |                              |                   |                   |             |

## REFERENCES

List name and phone number of three (3) business/work references who are not related to you and are not previous supervisors. If not applicable, list three school or personal references who are not related to you.

| NAME | PHONE | RELATIONSHIP | YEARS KNOWN |
|------|-------|--------------|-------------|
|      |       |              |             |
|      |       |              |             |
|      |       |              |             |

## ADDITIONAL INFORMATION

List professional, trade, business, or civic associations and any offices held. Exclude memberships which would reveal sex, race, religion, national origin, age, color, disability or any other similarly protected status.

| ORGANIZATION | POSITIONS HELD | DATES |
|--------------|----------------|-------|
|              |                |       |
|              |                |       |
|              |                |       |
|              |                |       |

**LIST ACCOMPLISHMENTS, PUBLICATIONS, AWARDS, ETC.** EXCLUDE INFORMATION WHICH WOULD REVEAL SEX, RACE, RELIGION, NATIONAL ORIGIN, AGE, COLOR, DISABILITY OR ANY OTHER SIMILARLY PROTECTED STATUS: \_\_\_\_\_

**LIST ANY ADDITIONAL INFORMATION YOU WOULD LIKE US TO CONSIDER:** \_\_\_\_\_

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Hamon is an Equal Opportunity Employer. Equal access to programs, services and employment is available to all persons. Those Applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resources Department.

**Equality.** Hamon Infrastructure is an equal opportunity employer. Employees are valued for their talent, contribution, unique perspectives, and ability to perform the work. Hamon actively partners with DBE and SBE partners to ensure full compliance with all EEO/AA requirements and goals.

**Diversity and Inclusiveness.** Hamon provides an environment that fosters inclusiveness, regardless of race, gender, age, ethnicity, national origin, sexual preference, religion, disability or veteran status, and seeks to maintain diversity in its workforce reflective of its community.

I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employer's service, whenever it is discovered.

I give the employer, Hamon Infrastructure, the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering and using such information and all other persons, corporations, or organizations for furnishing such information.

Hamon Infrastructure does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state or federal law.

This application is current for only 60 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no representative of the employer other than an authorized officer, has the authority to make any assurances to the contrary. I further understand that any such assurances must be in writing and signed by an authorized officer.

I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA. I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

**I represent and warrant that I have read and fully understand the foregoing and seek employment under these conditions.**

SIGNATURE OF APPLICANT: \_\_\_\_\_

DATE: \_\_\_\_\_