



**Corporate Headquarters:**  
 3780 Kilroy Airport Way Ste. 850 • Long Beach, CA 90806  
**Toll Free:** (800) 388-8998 • **Phone:** (562) 216-4000 • **Fax:** (562) 216-4001  
**E-mail:** info@paragonsteel.com • **Web site:** paragonsteel.com

**APPLICATION FOR EMPLOYMENT**

Date of Application: \_\_\_\_\_ Date Available to Start Work: \_\_\_\_\_  
 Position Applied for (please be specific): \_\_\_\_\_ Wage/Salary Expected: \_\_\_\_\_

Legal Name: \_\_\_\_\_ Social Security No. \_\_\_\_\_  
 Present Address: \_\_\_\_\_  
 Day Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ E-mail \_\_\_\_\_  
 Is there any information we would need about your name or use of another name for us to be able to check your work record?  
 Yes No If yes, please specify: \_\_\_\_\_  
 Have you ever served in the U.S. Armed Forces? Yes No If yes, which branch? \_\_\_\_\_ Speciality: \_\_\_\_\_  
 How did you hear about the company?  
 Referred by: \_\_\_\_\_ Internet (please specify): \_\_\_\_\_  
 Newspaper (please specify): \_\_\_\_\_ Other (please specify): \_\_\_\_\_

EDUCATION	NAME & LOCATION OF SCHOOL (CITY & STATE)	GRADUATION DATE	WHAT DEGREE/ DIPLOMA/CERTIFICATE?	MAJOR/COURSE OF STUDY
High School	Highest Grade Completed: 9 10 11 12			
Technical, Vocational, Business or Military Training				
College or University				
Professional Seminars				

Please provide below any additional information you believe would be valuable when considering you for employment.  
 Please include any JOB-RELATED professional or trade certifications, licenses, equipment qualifications and any other JOB-RELATED skills and training.

If applying for a position that requires driving a motorized vehicle, including a forklift, please provide the following information:  
 Do you have a valid driver's license? Yes No Type(s): Operator Commercial (CDL) Chauffeur  
 License No. \_\_\_\_\_ State of Issue \_\_\_\_\_ Expiration Date \_\_\_\_\_  
 Have you ever been denied a license, permit, or privilege to operate a motor vehicle? Yes No If yes, please explain.  
 Have any license, permit, or privilege ever been suspended or revoked? Yes No If yes, please explain.  
 Have you had any accidents in the past three years? Yes No If yes, how many? \_\_\_\_\_  
 Have you had any moving violations in the past three years? Yes No If yes, how many? \_\_\_\_\_

### Employment History

*Please list in chronological order, starting with your present or last employer, your employment history for the past 5 years. Attach an additional sheet if necessary. Please complete even if a resume is included.*

Present or Last Employer - Company Name _____ Street Address _____ City, St, Zip _____ Your Job Title: Duties: _____ Final Pay: \$ _____ per _____	Date of Employment From: _____ To: _____ Supervisor's Name & Job Title _____ Supervisor's Phone Number _____ Reason For Leaving Resigned      Discharged      Layoff      Other _____ May we contact this employer?      Yes      No
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Next Previous Employer - Company Name _____ Street Address _____ City, St, Zip _____ Your Job Title: Duties: _____ Final Pay: \$ _____ per _____	Date of Employment From: _____ To: _____ Supervisor's Name & Job Title _____ Supervisor's Phone Number _____ Reason For Leaving Resigned      Discharged      Layoff      Other _____ May we contact this employer?      Yes      No
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Next Previous Employer - Company Name _____ Street Address _____ City, St, Zip _____ Your Job Title: Duties: _____ Final Pay: \$ _____ per _____	Date of Employment From: _____ To: _____ Supervisor's Name & Job Title _____ Supervisor's Phone Number _____ Reason For Leaving Resigned      Discharged      Layoff      Other _____ May we contact this employer?      Yes      No
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Please account for any time you were not employed in the past 10 years after leaving school. (You need not list any unemployment periods of one month or less.)

<u>Time Period(s)</u>	<u>Reason(s) for Unemployment</u>

If you were unable to list all past jobs or periods of unemployment on this form, please use an additional sheet.

**Other Job-Related Experience:** Please list and describe any paid or unpaid activities, honors, experience, or training that might aid you in performing the job(s) for which you have applied, and that have not been listed previously on this application. If you need more room, please use an additional sheet.

**References:** Please list two references other than relatives:

Name: _____	Name: _____
Occupation: _____	Occupation: _____
Address: _____	Address: _____
Daytime Phone: _____	Daytime Phone: _____

**General Information**

- 1) Have you ever applied for a job with Paragon Steel in the past?      Yes    No  
If yes, please give the date of application, position for which you applied, and your name at that time, if different from your present name.
  
- 2. Have you ever been employed by Paragon Steel in the past?      Yes    No  
If yes, please give dates of employment, position held, and your name at that time, if different from present name.
  
- 3. If hired, will you be able to work during the normal days and hours required for the position(s) for which you are applying?  
Yes    No    If no, please explain:
  
- 4. Do you have any commitments to another employer that might affect your availability for employment with our company?  
Yes    No    If yes, please explain:
  
- 5. If hired, can you furnish proof that you are at least 18 years of age and that you are eligible to work in the United States?  
Yes    No    If no, please explain:
  
- 6. Do you now, or will you in the future, require Paragon Steel to sponsor an employment visa for your continued employment?  
Yes    No
  
- 7. Have you been convicted of a felony or misdemeanor, or released from prison in the past 10 years? Note: A "Yes" answer does not automatically disqualify you from employment as the nature of the offense, date and position for which you are applying will be considered.      Yes    No    If yes, please explain:
  
- 8. Are you charged with any unresolved criminal charge (have you been charged with a crime that has not yet resulted in a plea of guilty, court trial or dropping of charge)? Note: A "Yes" answer does not automatically disqualify you from employment.  
Yes    No    If yes, please explain:

**IMPORTANT**

**PLEASE READ EACH STATEMENT CAREFULLY BEFORE SIGNING**

I promise that the information provided in this employment application (and any accompanying resume) is true and complete. I understand that any false information or significant omissions may disqualify me from further consideration for employment and may be justification for my dismissal from employment by Paragon Steel if discovered at a later date. I agree to immediately notify Paragon Steel if I should be convicted of a felony or be charged with any crime while my job application is pending, or during my period of employment, if hired.

I authorized any person, school, current and past employer(s) (except as previous noted), government, investigative agencies and other organizations that may be named in this application form (and any accompanying resume) to provide Paragon Steel with relevant information and opinion that may be useful to Paragon Steel in making a hiring decision, and I release such persons and organizations from any legal liability in making such statements.

If offered a job that required it, I give permission for a drug test and a job-related complete physical examination, and I consent to the release to Paragon Steel of any medical information they deem necessary in assessing my capability to perform the essential functions of the work for which I am applying (with or without a reasonable accommodation).

I understand that, if hired, I may not hold other employment, nor engage in consulting, sales, investments or other activities that may create a conflict of interest with Paragon Steel.

I understand that this application does not, by itself, create a contract of employment. I understand and agree that, if hired, my employment is for no definite period of time, and may be terminated at any time. I understand that Paragon Steel is authorized to change any of the terms of employment and that any changes must be specific and in writing.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Did you complete this application yourself?      Yes    No    If no, who did? \_\_\_\_\_

Please read and sign the Applicant Information Release found on the next page.



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### APPLICANT INFORMATION RELEASE

I authorize any person, education institution, company, government or investigative agency, and any other organizations that may be named on my employment application with Paragon Steel, including any supplemental references provided at time of application, to disclose in good faith any and all information and opinion that may be useful to Paragon Steel in making a hiring decision.

I willingly and freely release Paragon Steel and such persons and organizations from any and all liability and responsibilities for any damage that may result from furnishing information incident to the employment process.

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Signature of Applicant

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Date