



# EMPLOYMENT APPLICATION

Equal Opportunity Employer

**Streamline Roofing And Construction, Inc.**  
**does not tolerate violence in the workplace**

The Company, in accordance with State and Federal laws, does not discriminate on the basis of age, race, religion, color, sex, national origin, marital or veteran status or physical or mental disability. The Company is also required by law, due to its contract(s) with the Federal Government, to take affirmative action to employ women, minorities, otherwise qualified disabled veterans, Vietnam era and disabled veterans. This application nor Company procedures and communications are intended to be interpreted as a promise or guarantee of future or continued employment or as stating Provisions and terms of employment. The company and its employees recognize their mutual right to end their employment relationship at any Time and acknowledge that such relationship is one of employment at will. Except with respect to employment at will, the Company reserves the right To change or make exceptions to its human resources policies, procedures and benefits, including those for retirees, at any time without notice. The Company's commitment to equal employment opportunities and the value of diversity is an essential part of its business practices and principles. Our compensation and benefits programs, as well as our hiring, training, promotion and transfer policies, reflect our dedication to equal employment opportunities. The Company supports the employment of minorities, women, veterans and persons with disabilities.

## FOR OFFICIAL USE ONLY

Interviewer Signature

Interview Date

Hire Date

## POSITION APPLIED FOR

Title –

Date Available –

Minimum Acceptable Salary -

## GENERAL INSTRUCTIONS

- Please type or print in ink.
- To be considered for employment, complete your application in its Entirety, sign in the certification section and specify the position for Which you are applying.
- All information you submit is subject to verification
- Streamline Roofing And Construction, Inc. hires only U.S. citizens And lawfully authorized alien workers.

Are you 18 years of age or older? ☐ Yes ☐ No

## HOW DO WE CONTACT YOU?

Name (Last, First, MI)

Today's Date

Email Address

Mailing Address

City

County

State

Zip Code

Home Phone

Mobile Phone

Other Phone

## EDUCATION

Name Of High School \_\_\_\_\_

Received a: \_\_\_\_\_ Diploma \_\_\_\_\_ Other \_\_\_\_\_ None

Your Name if Different While Attending \_\_\_\_\_

Describe any specialized training, apprenticeships, skills and extra curricular activities:

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

Honors received: \_\_\_\_\_

## DRIVERS LICENSE INFORMATION

Do you have a valid Florida Driver's License: \_\_\_\_\_ Yes \_\_\_\_\_ No

Enter Driver's License Number here \_\_\_\_\_

Are there any points, violations, etc. on your driver's license within the past 3 years? \_\_\_\_ Yes \_\_\_\_ No

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

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

## PERIODS OF EMPLOYMENT

Describe your work experience in detail, beginning with your current or most recent job. Include military service (indicate rank) and job-related volunteer work, if applicable. Indicate number of employees supervised. **Use a separate block to describe each position or gap in employment.** If needed, attach additional sheets, using the same format as on the application.

**All information in this section must be completed.** Resumes may be attached to provide additional information.

**1** Name of Present or Last Employer \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Your Job Title \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
FROM (date): \_\_\_\_\_ TO (date): \_\_\_\_\_ RATE OF PAY: \_\_\_\_\_  
NUMBER OF HOURS PER WEEK: \_\_\_\_\_  
Your Name If Different During Employment \_\_\_\_\_  
**Reason(s) for Leaving:** \_\_\_\_\_

**2** Name of Present or Last Employer \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Your Job Title \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
FROM (date): \_\_\_\_\_ TO (date): \_\_\_\_\_ RATE OF PAY: \_\_\_\_\_  
NUMBER OF HOURS PER WEEK: \_\_\_\_\_  
Your Name If Different During Employment \_\_\_\_\_  
**Reason(s) for Leaving:** \_\_\_\_\_

**3** Name of Present or Last Employer \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Your Job Title \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
FROM (date): \_\_\_\_\_ TO (date): \_\_\_\_\_ RATE OF PAY: \_\_\_\_\_  
NUMBER OF HOURS PER WEEK: \_\_\_\_\_  
Your Name If Different During Employment \_\_\_\_\_  
**Reason(s) for Leaving:** \_\_\_\_\_

**4** Name of Present or Last Employer \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_ Your Job Title \_\_\_\_\_  
Supervisor's Name \_\_\_\_\_  
FROM (date): \_\_\_\_\_ TO (date): \_\_\_\_\_ RATE OF PAY: \_\_\_\_\_  
NUMBER OF HOURS PER WEEK: \_\_\_\_\_  
Your Name If Different During Employment \_\_\_\_\_  
**Reason(s) for Leaving:** \_\_\_\_\_

**If you had a lapse in employment, please explain here:**

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

## GENERAL INFORMATION

Position Applied For \_\_\_\_\_ Pay expected \$ \_\_\_\_\_

Date Applied \_\_\_\_\_

Referred by: ☐ Newspaper Ad – Which newspaper \_\_\_\_\_  
☐ Friends ☐ Relative ☐ Indeed (other) \_\_\_\_\_  
☐ Current Streamline Employee \_\_\_\_\_  
(Insert name here of our employee)

Have you ever filed an application here before? ☐ Yes ☐ No If Yes, when \_\_\_\_\_

Have you been employed here before? ☐ Yes ☐ No If Yes, when \_\_\_\_\_

Are you employed now? ☐ Yes ☐ No

May we contact your current employer? ☐ Yes ☐ No

May we contact your previous employers? ☐ Yes ☐ No

When can you be available for work? \_\_\_\_\_

Can you work overtime? ☐ Yes ☐ No

Are you on a layoff and subject to recall? ☐ Yes ☐ No

Can you travel if the job required it? ☐ Yes ☐ No

Are you legally entitled to work in the United States? ☐ Yes ☐ No

(Proof of citizenship or immigration status will be requested upon employment)

Give names, addresses and telephone numbers of three references who are not related to you and  
Are not previous employers:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## KNOWLEDGE/SKILLS/ABILITIES

List here all of the knowledge that you possess and believe relevant to the position you seek,  
such as operating heavy equipment, computer skills, fluency in language(s), etc.

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## EXEMPTION FROM PUBLIC RECORDS DISCLOSURE

**Are you a current or former Law Enforcement Officer, other employee\*\* or the Spouse or child of one who is exempt from Public Records Disclosure under §119.0(3)(k)1,F.S.?**

☐ YES ☐ NO

\*\*Other covered jobs include: correctional and correctional probation officers, firefighters, certain judges, assistant state attorneys, state attorneys, assistant and statewide prosecutors, personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement and certain investigators in the Department Of Children and Family Services (SEE§119.07,F.S.)

## BACKGROUND INFORMATION

**HAVE YOU EVER BEEN CONVICTED FOR A FELONY OR FIRST DEGREE MISDEMEANOR?**

☐ YES ☐ NO

If "YES", what charges?\_\_\_\_\_

Where convicted?\_\_\_\_\_ Date of conviction:\_\_\_\_\_

**HAVE YOU EVER PLED NOLO CONTENDERE OR PLED GUILTY TO A CRIME WHICH IS A FELONY OR A FIRST DEGREE MISDEMEANOR?** ☐ YES ☐ NO

If "YES", what charges?\_\_\_\_\_

Where convicted?\_\_\_\_\_ Date of conviction:\_\_\_\_\_

**HAVE YOU EVER HAD THE ADJUDICATION OF GUILT WITHHELD FOR A CRIME WHICH IS A FELONY OR A FIRST DEGREE MISDEMANOR?** ☐ YES ☐ NO

If "YES", what charges?\_\_\_\_\_

Where convicted?\_\_\_\_\_ Date of conviction:\_\_\_\_\_

NOTE: A "YES" answer to these questions will not automatically bar you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered.

## CITIZENSHIP

Streamline Roofing And Construction, Inc. hires only U.S. Citizens and lawfully authorized alien workers. If a conditional offer of employment is made, you will be required to provide identification and proof of citizenship or authorization to work in the U.S.

**ARE YOU A U.S. CITIZEN OR ARE YOU LEGALLY AUTHORIZED TO WORK IN THE U.S.?**

☐ YES ☐ NO

## RELATIVES/FRIENDS

**TO YOUR KNOWLEDGE, DO YOU HAVE ANY RELATIVES OR FRIENDS WORKING FOR STREAMLINE ROOFING AND CONSTRUCTION, INC.** ☐ YES ☐ NO

If "YES", please write their names here:

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

**This company is an equal opportunity employer and does not discriminate because of race, color, religion, sex, age, citizenship, marital status, disability or national origin.**

**EQUAL OPPORTUNITY EMPLOYER  
APPLICANT'S STATEMENT**

I understand that if I am hired, my employment will be for no definite period, regardless of the period of payment of my wages. I further understand that I have the right to terminate my employment at will at any time with or without notice or reason and the Company has the same right. No one other than the President of the Company has authority to modify this relationship or make any agreement to the contrary. Any such modification or agreement must be in writing.

I understand that the Company reserves the right to require me to submit to a drug test at any time and also reserves the right to require me to submit to an alcohol test and/or medical examination to the extent permitted by law. I further understand that the Company may contact my previous employers and I authorize those employers to disclose to the Company all records and other information pertinent to my employment with them. I release my previous employers from any liability as a result of their disclosure of information about me to the Company. I also authorize the Company to provide truthful information concerning my employment with it to my future prospective employers and I agree to hold it harmless for providing such information.

I further understand that if employed I will be on a six month introductory period and that termination for unsatisfactory performance during that period will not result in any Company responsibility for unemployment benefits. I further understand that completion of the introductory period does not confer any expectation of continued employment and that if employed, my employment will be for no definite period and "at-will".

By signing this application, I certify that all of the information that I provide on this application and in any interview will be true, complete and accurate. I understand that if I am employed and any such information is later found to be false or misleading in any respect, I will be dismissed.

I certify that I have received a written notification that the Company may obtain a consumer report or reports on me. I authorize this Company to obtain such a report or reports for use in connection with my application for employment and for other employment-related reasons. If hired, this authorization shall remain on file and serve as ongoing authorization for procurement of employment-related consumer reports at any time during my employment. I understand that the term "consumer report" includes, but is not limited to, credit checks, criminal background checks, Department Of Motor Vehicles reports and investigative consumer reports. I further understand that the term "investigative consumer report" means a report in which information on my character, general reputation, personal characteristics or mode of living is obtained through personal interviews with my neighbors, friends or associates or with others with whom I am acquainted or who may have knowledge concerning any such items of information.

This consent shall continue to be effective during my employment, if I am hired. I certify that to the best of my knowledge and belief all of the statements contained herein and on any attachments are true, correct, complete and made in good faith.

Signature: \_\_\_\_\_

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



### **Notice to Job Applicants**

**Job Description is listed below, however, not limited only by this description**

**Installation of sheet metal, metal roofing, TPO roofing. This shall include by not to be limited to the following:**

- 1. Cutting, bending, loading and installing all sheet metal related to the job (i.e., fascia, eave drip, all needed flashings, skylight installation and flashings, ridge caps, hip caps, valleys, cleats, z's, foam insulation etc.)**
- 2. Roll forming and installing all metal roofing related to the job**
- 3. Replacing any wood required**
- 4. Applying nails, button cap nails, screws, clips, caulk, EPS foam insulation necessary related to the job**
- 5. Replacing any felt paper, applying wind and water shield, ice and water shield related to the job**
- 6. Picking up materials as requested at Vendors**
- 7. Operation of company owned vehicles ONLY if you are in possession of a valid driver's license and have been authorized to operate a company vehicle by the administration of Streamline Roofing and Construction, Inc. and its insurer.**
- 8. Maintenance of company vehicle (i.e. check all fluids, tires etc) before operating said vehicle. Clean out vehicle every evening. Dispose of your garbage in the proper container located in the yard.**
- 9. Check your load before leaving the shop. Make sure your materials and equipment are properly strapped down before you get on the road.**
- 10. Coordinating multiple tasks and setting daily goals professionally**
- 11. Maintain a pleasant attitude toward co-workers and customers. Keep the jobsites clean of all materials, screws, nails, cigarette butts, etc at all times.**
- 12. Work along side everyone around you politely.**
- 13. Assisting customers with their orders (i.e. discussing their needs, fabricating orders and assist in loading their orders onto their vehicles)**
- 14. Checking inventory and reporting what needs to be re-ordered when we get low on any particular item. Walking up and down the stairs to the inventory room**
- 15. Safe operation and maintenance of forklifts.**
- 16. Safe operation and maintenance of all shop equipment and tools**
- 17. Shop and yard clean up as needed.**
- 18. Fulfilling any request of your immediate supervisor as long as it is legal and safe. This means any activity from sweeping to oil changes to pouring concrete to framing. This position is mandatory that you are fully capable of performing all of these and any requested tasks.**
- 19. Learn and perform all necessary sheet metal skills needed to be a sheet metal mechanic.**

- 20. Lift at least 80 lbs. at all times.**
- 21. Climb ladders carrying at least a 50 pound load**
- 22. Tearing off shingles and modified bitumen roofing materials and disposing of properly**
- 23. Work without fear of heights on different working platforms such as roof deck on different pitches, scaffolding, ladders, swing scaffolds, walk board, etc. up to 250 feet off the ground.**
- 24. Travel out of town and overnight by land, sea, and air by any means provided it is legal and safe.**
- 25. Perform roofing and construction tear offs, new construction, retrofit projects upon request.**
- 26. It should be noted that there is not a set time or schedule to predict what type of work will come to Streamline Roofing and Construction, Inc. over the years of business, so, let it be understood that just because you may not have to perform a specific job duty for a certain period of time, it does not relieve you of having to perform that duty as often as requested.**
- 27. Person cell phones – You may use your personal cell phone only at your break times and at lunch only.**
- 28. If you are roll forming the metal panels for the roofs, you are hereby notified, that this is normally a one-person operation. We do not provide a helper to perform this job function. When you arrive at the jobsite there may be workers there to assist you to stack the metal roof pans. This does not mean that you do not have to stack the pans also. You must lend them a hand to do so.**
- 29. Abusive language will not be tolerated on the jobsites or around the office/shop area. You are required to maintain a professional image at all times.**

Sign Here: \_\_\_\_\_

Print Name Here: \_\_\_\_\_

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

**AGREEMENT AND CERTIFICATION  
(READ CAREFULLY BEFORE SIGNING)**

**In signing and submitting this application for employment to Streamline Roofing And Construction, Inc. (herein known as the "Company", I clearly understand and agree to the following:**

- 1) I certify that the information contained in this application is correct and **complete** to the best of my knowledge and understand that omission, misrepresentation or falsification of information is grounds for refusal to employ me or my dismissal if I am employed.
- 2) I authorize my references, schools and current and past employers to give the Company any and all information concerning my previous employment and any information they may have, personal or otherwise and release all parties from all liability for any damage or claim that may result from furnishing the same to the "Company";
- 3) I agree to submit to any alcohol or drug screen, or other tests as warranted by circumstances at the discretion of the "Company".
- 4) I understand that no representative of the "Company", other than the President has any authority to enter into any contractual agreement for employment for any specified period of time or make any agreement contrary to the foregoing.
- 5) I do hereby recognize thereof, that firearms or any deadly weapons whatsoever, by me or my fellow employees can create an unsafe working environment for all employees. In consideration of my personal desire for a safe-as-possible work environment, I hereby voluntarily give my consent to the "Company" to search my person, personal effects, vehicle and other property located on company premises or work sites at any time;
- 6) I am aware that any omissions, falsifications, misstatements or misrepresentations contained in this Employment Application may disqualify me for employment consideration and, if I am hired, may be grounds for termination at a later date. I understand that any information I give may be investigated as allowed by law. I consent to the release of information about my ability, employment history and fitness for employment by employers, schools, law enforcement agencies and other individuals and organizations to investigators, personnel staff and other authorized employees of the "Company" for employment purposes.

Sign Here: \_\_\_\_\_

Print Name Here: \_\_\_\_\_

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



## **AUTHROIZATION FOR MVR REVIEW**

I hereby authorize Streamline Roofing and Construction, Inc. or its employees or designated agent to obtain a Motor Vehicle Record Report.

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

Driver's License Number: \_\_\_\_\_

State of Which License is Issued: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Signature: \_\_\_\_\_