



Quality Built for Better Living

# EMPLOYMENT APPLICATION

Homeway Homes, Inc is an equal opportunity employer and employment practices shall not be influenced or affected by virtue of an applicant's race, color, religion, sex, national origin, age, disability, veteran status, or any other characteristic protected by law. Questions must be answered by the individual seeking employment. Please complete all responses in ink. This application must be completed in its entirety. Any other omission or misrepresentation is grounds to deny employment consideration.

Date of Application: \_\_\_/\_\_\_/\_\_\_

Name: \_\_\_\_\_  
 First Middle Last Social Security Number

Street Address: \_\_\_\_\_  
 Address City State Zip

Home Telephone (\_\_\_\_) \_\_\_\_\_ Other Phone # (\_\_\_\_) \_\_\_\_\_

### GENERAL

Are you legally eligible for employment in the USA? YES NO Are you 18 years of age or older? YES NO  
 Do you have a valid drivers license? YES NO Will you work Saturdays if asked? YES NO  
 Will you work overtime if asked? YES NO What is your wage expectation per hour? \_\_\_\_\_  
 Do you presently attend or plan to enroll in school in the near future? YES NO  
 Are you applying for  Full-Time,  Part-Time,  Seasonal  
 How did you hear about our company? \_\_\_\_\_  
 During the past 10 years, have you ever been convicted of a crime, including DUI's? (Exclude minor traffic violations) YES NO  
 (A conviction will not necessarily bar you from employment. The substantial relationship of the offense to the substantial elements of the job will be considered.) If yes, please explain. \_\_\_\_\_

### MILITARY

Did you serve in the US Armed Forces? YES NO If yes, what branch? \_\_\_\_\_ Were you honorably discharged? YES NO

### EDUCATION

Type of School	The School's Name & Location	Your Major	# of Years Completed	Did you Graduate?	Degree or Diploma?
High School:	_____	_____	_____	_____	_____
Business/Trade/Tech:	_____	_____	_____	_____	_____
College:	_____	_____	_____	_____	_____
Graduate:	_____	_____	_____	_____	_____

Homeway Homes may have these following positions available for employment. Check each box for which position you are applying.

- Frame Carpenter
- Drywall Finisher
- Trucker
- Finish Carpenter
- Painter
- Maintenance
- Electrician
- Plumber
- Siding Applicator
- Drywall Hanger
- Fork Lift Driver
- Roofer

Do you have special experience, skills, or education that might be useful in the position for which you are applying? If so, please explain.

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

Please continue on the next page.

**EMPLOYMENT HISTORY** Starting with your present or last job, list three (3) previous employers.

**Current or Most Recent Employer**

Employer Name: \_\_\_\_\_ Employed From: \_\_\_\_\_ To: \_\_\_\_\_  
Address: \_\_\_\_\_ Hours Worked Per Week: \_\_\_\_\_  
Telephone Number: (\_\_\_\_) \_\_\_\_\_ Starting Wage: \_\_\_\_\_/hr Final Wage: \_\_\_\_\_/hr  
Job Title(s), Duties, and Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
Reason Seeking Other Employment: \_\_\_\_\_ May We Contact This Employer? YES NO  
**Office Use Only; Info Verified: YES NO Initials: \_\_\_\_\_** Benefits employer provided:  Pension,  Insurance,  Vacation,  Paid Holiday

**Previous Employer**

Employer Name: \_\_\_\_\_ Employed From: \_\_\_\_\_ To: \_\_\_\_\_  
Address: \_\_\_\_\_ Hours Worked Per Week: \_\_\_\_\_  
Telephone Number: (\_\_\_\_) \_\_\_\_\_ Starting Wage: \_\_\_\_\_/hr Final Wage: \_\_\_\_\_/hr  
Job Title(s), Duties, and Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
Reason Seeking Other Employment: \_\_\_\_\_ May We Contact This Employer? YES NO  
**Office Use Only; Info Verified: YES NO Initials: \_\_\_\_\_** Benefits employer provided:  Pension,  Insurance,  Vacation,  Paid Holiday

**Previous Employer**

Employer Name: \_\_\_\_\_ Employed From: \_\_\_\_\_ To: \_\_\_\_\_  
Address: \_\_\_\_\_ Hours Worked Per Week: \_\_\_\_\_  
Telephone Number: (\_\_\_\_) \_\_\_\_\_ Starting Wage: \_\_\_\_\_/hr Final Wage: \_\_\_\_\_/hr  
Job Title(s), Duties, and Responsibilities: \_\_\_\_\_  
\_\_\_\_\_  
Reason Seeking Other Employment: \_\_\_\_\_ May We Contact This Employer? YES NO  
**Office Use Only; Info Verified: YES NO Initials: \_\_\_\_\_** Benefits employer provided:  Pension,  Insurance,  Vacation,  Paid Holiday

I certify that the information on this application is true and correct. I understand that any omission or misrepresentation is grounds to deny employment or end the employment relationship. I understand that a consumer report may be requested and may include information as to my character, work habits, credit, academic-credential verification, job performance, experience and reasons for termination. I further understand that Homeway Homes, Inc. may request information concerning my motor vehicle operations history, criminal and civil history, in reservation, this Company and any law enforcement agency, administrator, State/Federal agency, institution, information service bureau, employer, employee, company or person gathering or furnishing the above-mentioned information. Any misrepresentation or false statement found during such examination may be sufficient cause to deny employment or end the employment relationship. In consideration of my employment, I agree to conform to the rules and regulations of the Company and understand that my employment can be terminated with or without notice, at any time, at the option of either the Company or myself. **This company reserves the right to conduct pre-employment physicals and drug testing and I agree to submit such tests.** I understand that this application will remain active for 90 days from today's date. If I still desire a position with the Company after this application expires, it will be my responsibility to complete a new application.

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

Please send completed and signed application via: **Mail:** 100 Homeway Court or **Fax:** (309) 447-6462  
Deer Creek IL 61733

**\*\*\*Please do not contact our office to check the status of your application.\*\*\***