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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **APPLICANT INFORMATION** | | | | | | | | | | | | | | | | | |
| Last Name |  | | | | | | First | |  | | | M.I. |  | | Date |  | |
| Street Address | | |  | | | | | | | | | | Apartment/Unit # | | |  | |
| City | |  | | | | State | |  | | | | | | Zip Code | |  | |
| Phone | |  | | | | | | E-Mail Address | | |  | | | | | | |
| Position Applied For | | | |  | | | | Date Available | | |  | | | | Desired Salary | |  |
| Have you ever worked for this company? | | | | | | Yes | | No | | | If so when? |  | | | | | | |
| Have you ever been convicted of a felony? | | | | | | Yes | | No | | | If yes, explain |  | | | | | | |
| Skills: | | | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Education | | | | | | | | | |
| High School | |  | | | | Address |  | | |
| From |  | | To |  | Did you graduate? | YES | NO | Degree |  |
| College |  | | | | | Address |  | | |
| From |  | | To |  | Did you graduate? | YES | NO | Degree |  |
| Other |  | | | | | Address |  | | |
| From |  | | To |  | Did you graduate? | YES | NO | Degree |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| REFERENCEs | | | | |
| Please list three professional references. | | | | |
| Full Name |  | Relationship | |  |
| Company |  | Phone |  | |
| Address |  | | | |
| Full Name |  | Relationship | |  |
| Company |  | Phone |  | |
| Address |  | | | |
| Full Name |  | Relationship | |  |
| Company |  | Phone |  | |
| Address |  | | | |

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| **PREVIOUS EMPLOYMENT** | | | | | | | | | |
| Company |  | | | | | Phone |  | | |
| Address |  | | | | | Supervisor |  | | |
| Job Title |  | | Starting Salary | |  | | Ending Salary |  | |
| Responsibilities | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | Yes | | No | |  |
| Company |  | | | | | Phone |  | | |
| Address |  | | | | | Supervisor |  | | |
| Job Title |  | | | Starting Salary |  | | Ending Salary |  | |
| Responsibilities | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | Yes | | No | |  |
| Company |  | | | | | Phone |  | | |
| Address |  | | | | | Supervisor |  | | |
| Job Title |  | | | Starting Salary |  | | Ending Salary |  | |
| Responsibilities | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | Yes | | No | |  |
| Company |  | | | | | Phone |  | | |
| Address |  | | | | | Supervisor |  | | |
| Job Title |  | | | Starting Salary |  | | Ending Salary |  | |
| Responsibilities | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | Yes | | No | |  |
| Company |  | | | | | Phone |  | | |
| Address |  | | | | | Supervisor |  | | |
| Job Title |  | | | Starting Salary |  | | Ending Salary |  | |
| Responsibilities | |  | | | | | | | |
| May we contact your previous supervisor for a reference? | | | | | Yes | | No | |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **MILITARY SERVICE** | | | | | | | | |
| Branch |  | | | From |  | | To |  |
| Rank at Discharge | |  | Type of Discharge | | |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **DISCLAIMER AND SIGNATURE** | | | |
| 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. | | | |
| Signature |  | Date |  |



**Roofing Job Description**

**Performing General Physical Activities-** Performing physical activities that require considerable use of your arms and legs, moving your whole body, such as, climbing, lifting, balancing, walking, stooping, and handling of materials.

**Handling and Moving Objects-** Using hands and arms in handling, installing, positioning, movingmaterials, and manipulating things.

1. **Gross Body Equilibrium-** The ability to keep or regain your body balance or stay upright when in an unstable position.
2. **Static Strength-** The ability to exert maximum muscle force to lift, push, pull, or carry objects.
3. **Stamina-** The ability to exert yourself physically over long periods of time without getting winded or out of breath.
4. **Extent Flexibility-** The ability to bend, stretch, twist, or reach with your body, and/or legs.
5. **Explosive Strength-** The ability to use short bursts of muscle force to propel oneself (as in jumping or sprinting) or to throw an object
6. **Manual Dexterity-** The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.

**Typical Activities**

* Apply plastic coatings and membranes, fiberglass or felt over sloped roofs before applying shingles
* Nail flashing –strips of metal or shingles over joints to make them watertight.
* Cover roofs and walls of structures with asphalt, aluminum, wood, gravel, gypsum and/or related materials using brushes, knives, punches, hammers, and other tools.
* Cut felt, shingles, and strips of flashing and other roofing materials; and fit them into angles formed by walls, vents, and intersecting roof surfaces.
* Cut roofing to size using knives; and nail or staple roofing to roofs as needed to form bases for other materials and for final roof coverings.
* Install partially overlapping layers of material over roof surfaces, determining proper installation of roofing materials using chalk lines, tape measures, gauges on tools, or other methods.
* Install vapor barriers and/or layers of insulation on the roof decks of flat roofs, and seal the seams.
* Install, repair, or replace single-ply roofing systems, using waterproof sheet materials, such as, PVC, TPO, EPDM, modified plastics, elastomeric, or other asphaltic compositions.
* Work at height along elevated edges, inclines, flat, surfaces, steep surfaces, while exposed to all weather conditions.
* Frequently climb and work around ladders, scaffolding, etc.
* Able to perform job duties, maintain physical well-being (hydration, sunscreen, proper clothing, etc.), and maintain safe working environment, in all weather conditions.
* Remove (tear-off) all common roofing materials from residential and commercial roofing projects using shovels, spades, hammers, pitch forks, rakes, brooms, etc.

**Other Requirements:**

* Follow all safety requirements and policies of Scott Roofing LLC.
* Have or obtain OSHA 10 hour training
* Participate in additional safety or trade training offered by company
* Provide, maintain, and inspect the following personal tools:

1. Personal clothing and footwear
2. Hammers
3. Nail Pullers
4. Cats paw
5. Pliers
6. Adjustable wrench
7. Wire Cutters

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Tool Bucket
2. Tool Belt w/ Bags
3. Knee pads
4. Chalk line
5. Knives, Blades
6. Tin snips
7. Tape measure



Motor Vehicle Report Consent Form

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ do  do not  give my consent for Scott Roofing, LLC to complete a check on my driving record. This will be done by providing your personal information (Date of Birth and Drivers License number) to our insurance broker whom will verify your driving record and determine if you are allowed to drive company vehicles.

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

Employee’s Signature Date



**OSHA 10hr Training Acknowledgement**

Scott Roofing LLC. is dedicated to providing a safe work environment and to abide by state and federal guidelines pertaining to safety. An OSHA 10hr training card verifying completion of OSHA 10hr. construction training course by a certified OSHA trainer is required to work on a construction site per Nevada Revised Statutes. The employee must present the employer with an OSHA 10hr completion card within 15 days of hire, or that employee must be terminated or suspended. OSHA 10hr training is the responsibility of the employee not Scott Roofing LLC. Training can be obtained through online courses, or in person classes. Scott Roofing can assist the employee in finding a class.

**Acknowledgement:**

I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ , will abide by Scoot Roofing LLC. policy on OSHA 10hr training, and follow the Nevada Revised Statute below;

NRS 618.987  Requirements to present employer with completion card.

      1.  If a construction worker other than a supervisory employee fails to present his or her employer with a current and valid completion card for an OSHA-10 course not later than 15 days after being hired, the employer shall suspend or terminate his or her employment.

**Signature**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_