

# JEFFRES Companies

82428 Jeffres Lane  
P.O. Box 220  
Burwell, NE 68823  
308.346.5123 Office 308.346.4826 Fax  
[jsg@nctc.net](mailto:jsg@nctc.net) Email

Jeffres Sand & Gravel, Inc.  
Jeffres Excavating, A Division of Jeffres Sand & Gravel, Inc.  
Loup Valley Redi-Mix, LLC

## EMPLOYMENT APPLICATION

(PLEASE PRINT)

Position(s) Applied For	Date of Application
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First Name	Middle Initial	Last Name		
Street Address/PO Box		City	State	Zip Code
Telephone Number(s)				
Home: _____		Cellular: _____		Other: _____
Social Security Number			Date of Birth	

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Are you over 18 years of age? Yes No

Do you have the legal right to work in the United States? Yes No  
*Proof of citizenship or immigration status will be required upon employment.*

Do you have adequate transportation to work? Yes No

Have you ever been employed by any of the Jeffres' Companies.? Yes No  
If yes, what dates? \_\_\_\_\_  
Which Company? \_\_\_\_\_

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On what date would you be available for work? \_\_\_\_\_

Are you available to work: Full Time Part Time Overtime Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

What days of the week would you consider being out of town for employment?

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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Do you have a valid Driver's License ? Yes No

Do you have a current CDL License? Yes No

Have you been convicted of a DUI in the past ten (10) years? Yes No

Have you had 3 or more citations for moving violations in the past 3 years? Yes No

Have you ever been convicted of a felony? Yes No  
*Conviction will not necessarily disqualify an applicant from employment.*

If Yes, please explain:

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## Employment Experience

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Start with your present or last job. If you need additional space, please continue on a separate sheet of paper.

Employer Name: _____	Dates Employed From: _____	To: _____
Address: _____		
Name of Supervisor: _____	May we contact this person?	Yes      No
Work Performed: _____		
Salary: Start _____	End _____	Reason for leaving: _____
Employer Name: _____	Dates Employed From: _____	To: _____
Address: _____		
Name of Supervisor: _____	May we contact this person?	Yes      No
Work Performed: _____		
Salary: Start _____	End _____	Reason for leaving: _____
Employer Name: _____	Dates Employed From: _____	To: _____
Address: _____		
Name of Supervisor: _____	May we contact this person?	Yes      No
Work Performed: _____		
Salary: Start _____	End _____	Reason for leaving: _____
Employer Name: _____	Dates Employed From: _____	To: _____
Address: _____		
Name of Supervisor: _____	May we contact this person?	Yes      No
Work Performed: _____		
Salary: Start _____	End _____	Reason for leaving: _____

## Applicant's Statement

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In consideration of my employment, I agree to conform to the rules & regulations of the Jeffres Companies, and understand that my employment is "at will" and may be terminated for any reason that is not prohibited by law. The Jeffres Companies are a Drug Free Workplace. A substance abuse policy is in effect and substance abuse tests may be conducted prior to initial employment, when a violation of the policy is suspected and randomly. Initial and continued employment is contingent upon the reporting of negative test results.

Jeffres Companies considers applications for all positions without regard to race, color, religion, creed, gender, age, disability, marital of veteran status, sexual orientation or any other legally protected status. The U.S. Department of Labor does prohibit an individual under the age of 18 from working in hazardous occupations which include but are not limited to coal mining, mining (other than coal), and excavation operations.

I declare my answers to the questions on this application are true, and give Jeffres Companies the right to investigate all information given and to secure additional information, if necessary. I authorize Jeffres Companies to obtain an investigative background check which may include the following: a credit report, past employment, and criminal history. If employed I understand that Jeffres Companies may need to obtain a Department of Motor Vehicles driving record. I understand I have the right to make a written request within a reasonable period to receive the information obtained in any such investigations.

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



FOR PERSONNEL USE ONLY

Arrange Interview

Yes

No

Remarks

Employed

Yes

No

Date of Employment\_\_\_\_\_

Position\_\_\_\_\_

Hourly Rate/Salary\_\_\_\_\_

By\_\_\_\_\_

Date\_\_\_\_\_

NAME & TITLE

Notes: