

ROAD MACHINERY LLC

EMPLOYMENT APPLICATION

An Equal Opportunity Employer and Drug Free Workplace*

Instructions to Applicant
<ol style="list-style-type: none">1. All applicants must complete all sections of this application.2. Voluntary Affirmative Action Survey-This survey is confidential. Follow instructions on form to keep all information private and confidential. Do not put survey in this packet. <i>All surveys, complete or not, must be stapled shut by applicant.</i>3. Application must be signed and dated by applicant.4. Send completed applications to Road Machinery LLC Human Resources P. O. Box 4425 Phoenix, AZ 85030-4425

*Applicants offered a position are subject to drug testing prior to job placement. Road Machinery LLC will not discriminate based on race, color, religion, national origin, ancestry, disability, veteran's status or any other status protected under local, state or federal laws.

PERSONAL INFORMATION

Today's Date _____ / _____ / _____ <small>Month Day Year</small>	Social Security # _____ - _____ - _____
Last Name _____	First Name, Middle Initial _____
Home Phone # (_____)	Contact # (_____)
Present Address _____	
<small>Street</small>	<small>City State Zip</small>
Mailing Address _____	
<small>Street</small>	<small>City State Zip</small>
Are you authorized to work in the United States?	
Have you ever been convicted of a felony? If yes, please explain. <i>A conviction will not necessarily disqualify you.</i>	
If related to any Road Machinery employee, please give their name	
Are you able to meet the attendance requirement of this position?	
Will you work overtime, if required? (If not, please explain why)	
Preferred Shift (Days, Nights, Weekdays, or Weekends)	

EMPLOYMENT DESIRED:

Position desired or Job Opening # applying for?	How were you referred to us? (Ad, internet, employee, walk-in, recruiter, etc)
Date Available for work	Desired salary
Are you presently employed?	May we contact your present employer?
Have you ever worked for Road Machinery?	If yes, where and when

EDUCATION INFORMATION

	Name & Location of School	# of Years Completed	Course of Study or Major	Diploma/ Degree
Grammar School				
High School				
College				
Vocational/Trade School				
Do you speak English fluently?		Do you write English fluently?		What foreign languages do you speak fluently?

REFERENCES

Please list three references (not related to you), which you have known for at least 1 year.

Name	Address/City/State/Zip Code	(Area Code) Phone Number

PREVIOUS EMPLOYMENT HISTORY

Please list last five employers. Begin with the most recent employer first.

EMPLOYER NAME & PHONE #	Phone # ()
Address, City, State, Zip	
Dates Employed to	Reason for leaving
Supervisor Name(s)	
Position(s) Held	
List Job Duties	
Last Rate of Pay	
EMPLOYER NAME & PHONE #	Phone # ()
Address, City, State, Zip	
Dates Employed to	Reason for leaving
Supervisor Name(s)	
Position(s) Held	
List Job Duties	
Last Rate of Pay	
EMPLOYER NAME & PHONE #	Phone # ()
Address, City, State, Zip	
Dates Employed to	Reason for leaving
Supervisor Name(s)	
Position(s) Held	
List Job Duties	
Last Rate of Pay	
EMPLOYER NAME & PHONE #	Phone # ()
Address, City, State, Zip	
Dates Employed to	Reason for leaving
Supervisor Name(s)	
Position(s) Held	
List Job Duties	
Last Rate of Pay	
EMPLOYER NAME & PHONE #	Phone # ()
Address, City, State, Zip	
Dates Employed to	Reason for leaving
Supervisor Name(s)	
Position(s) Held	
List Job Duties	
Last Rate of Pay	

EMERGENCY CONTACT INFORMATION

Name	Relationship
Address/City/State	Contact Phone # () or ()

DRUG TESTING NOTIFICATION

Road Machinery LLC requires Pre-Employment Drug Screen Testing. If you do not complete the Drug Testing Consent and Release form (attached), agree to take the mandatory drug test, or if test results are positive, you will not be eligible for hire.

Road Machinery LLC may test during the course and as a condition of employment.

AUTHORIZATION AND RELEASE

By signing below, I understand that misrepresentation or omission of facts is cause for denial of employment or immediate termination of employment regardless of timing or circumstances of discovery. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at anytime without cause.

Pursuant to the federal Fair Credit Reporting Act, I hereby authorize Road Machinery LLC and its designated agents and representatives to conduct a comprehensive review of my background through a consumer report and/or an investigative consumer report to be generated for employment, promotion, reassignment or retention as an employee. I understand the scope of the consumer report/investigative consumer report may include, but is not limited to, the following areas: verification of Social Security number; current and previous residences; employment history, including all personnel files; education; references; credit history and reports; criminal history, including records from any criminal justice agency in any or all federal, state or county jurisdictions; birth records; motor vehicle records, including traffic citations and registration; and any other public records.

I authorize the complete release of these records or data pertaining to me which an individual, company, firm, corporation or public agency may have. I hereby authorize and request any present or former employer, school, police department, financial institution or other persons having personal knowledge of me to furnish Road Machinery or its designated agents with any and all information in their possession regarding me in connection with an application of employment. I am authorizing that a photocopy of this authorization be accepted with the same authority as the original.

I hereby release Road Machinery and its agents, officials, representatives or assigned agencies, including officers, employees or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at anytime result to me, my heirs, family or associates because of compliance with this authorization and request to release. You may contact me as indicated below. I understand that a copy of this authorization may be given at any time, provided I do so in writing.

I understand that, pursuant to the federal Fair Credit Reporting Act, if any adverse action is to be taken based upon the consumer report, a copy of the report and a summary of the consumer's right will be provided to me.

Print Name	SS#
Provide Former Names Used, if applicable	
Print Name	Time Frame
Print Name	Time Frame
Print Name	Time Frame
Previous Address	Time Frame
Date received degree, if applicable	Driver's License #
	State Issuing License
	Expiration Date
Signature	Date

FOR COMPANY USE ONLY

Application Logged On	/ /	Logged By (initials)	Application Forwarded To	Job Posting # Applied For (if applicable)
Interviewed by			Date	
Hired	Y or N	For Dept.	Position	Will Report
				Salary

**AFFIRMATIVE ACTION
VOLUNTARY SELF-IDENTIFICATION**

IMPORTANT-Completion of this form is entirely voluntary and will not affect your opportunity for employment.

In compliance with federal government regulations, we ask your cooperation in providing us with the information requested on this form to help us evaluate our Affirmative Action program.

After completing this form, either:

Mail this form separate from your application to:
 Road Machinery LLC
 Confidential Information Enclosed
 Attn: Human Resources
 PO Box 4425
 Phoenix, AZ 85030-4425

OR

Return form to reception desk. Please follow instructions on back of form to ensure confidentiality.

PERSONAL INFORMATION		
Name (last, first middle initial)	Date	
Social Security #		
GENDER		
Male <input type="checkbox"/>	Female <input type="checkbox"/>	
ETHNIC/RACE GROUP IDENTITY		
African/African American <input type="checkbox"/>	Native American or Alaskan Native <input type="checkbox"/>	
White <input type="checkbox"/>	Hispanic <input type="checkbox"/>	
Asian or Pacific Islander <input type="checkbox"/>		
VETERAN STATUS		
Vietnam-era Veteran <input type="checkbox"/>	Vietnam-era Veteran <input type="checkbox"/>	Other Veteran <input type="checkbox"/>

DESCRIPTIONS OF ABOVE LISTED ETHNIC/RACE GROUPS

African American

Not having Spanish or Hispanic origin. Persons having origins in any of the Black racial groups of Africa.

Asian or Pacific Islander

Persons having origins in any of the original peoples of the Far East, South East Asia or the Pacific Islands. Includes Chinese/Chinese American, Japanese/Japanese American, Filipino, Pakistani and East Indian.

Native American

Persons having origin in any of the original peoples of North America, including Eskimos and Aleuts, who maintain cultural identification through tribal affiliation or community recognition

Hispanic

Including Black individuals whose origins are Hispanic, including persons of Mexican culture or origin, Central American, South American, Cuban, Puerto Rican and Spanish cultures.

White

Not having Hispanic origin. Persons having origin in any of the original peoples of Europe or the Middle East.

Definitions of Veteran Status

Veteran of the Vietnam-era means a person who: (A) served on active duty for a period of more than 180 days, and was discharged or released there from with other than a dishonorable discharge, if any part of such active duty occurred: (1) in the Republic of Vietnam between 2/28/61 and 5/7/75; or (ii) between 8/5/64 and 5/7/75, in all other cases; or (B) was discharged or released from active duty for a service-connected disability if any part of such active duty was performed (I) in the Republic of Vietnam between 2/28/61 and 5/7/75 or (ii) between 8/5/64 and 5/7/75 in all other cases.

Other Veterans means veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized.

STAPLE HERE

FOLD HERE SECOND

CONFIDENTIAL INFORMATION
ATTN: HUMAN RESOURCES
RML PHOENIX

FOLD HERE FIRST

ROAD MACHINERY LLC

**PRE-EMPLOYMENT
DRUG TESTING CONSENT AND RELEASE**

The undersigned applicant hereby authorizes Road Machinery LLC (hereinafter referred to as "Road Machinery") to conduct through its designated physician, medical facility or laboratory testing facility a drug screening test as a requirement of employment.

In applying for employment, I understand that a urine drug screening test will be administered as part of the pre-employment process to determine the presence of certain drugs and substances prohibited by Road Machinery policy, such as illegal drugs, controlled substances, marijuana, mood or mind-altering substances, "look-alike" substances, designer and synthetic drugs, certain inhalants and unauthorized prescription drugs. I further understand that the presence of any of these drugs or substances will cause my rejection from further consideration for employment.

I agree that test results provided by Road Machinery approved physicians or testing laboratories will be conclusive and final, and that test results provided by physicians or testing laboratories not approved by Road Machinery will not be accepted or considered valid.

I understand that refusal to submit to the drug screening test will constitute voluntary withdrawal of my application for employment.

I fully understand that should I be conditionally put to work by Road Machinery prior to the results of the drug screening tests being known, my continued employment with Road Machinery is conditional upon passing the urine drug screening test. If I should test positive on the urine drug screen, indicating the presence of a prohibited drug or substance, I further understand I will be terminated immediately.

I authorize the results of this urine drug screen test to be given to Road Machinery or any of its agents.

I release and hold Road Machinery designated physician, testing laboratory and medical facility harmless for release of this information. I also release and hold harmless Road Machinery, its directors, officers, stockholders and employees for use of this information for employment purposes.

Applicant Name (Printed)	Social Security #
Applicant Signature	Date
Witness Signature	Date

ROAD MACHINERY LLC

REQUIRED INFORMATION FOR VERIFICATION AND BACKGROUND CHECKS

For Road Machinery LLC to perform background checks and verifications of education and employment, adequately, we require information not requested on the employment application. This information, date of birth and sex, is not used to make any hiring decisions.

I understand I must provide my date of birth and sex to adequately complete said screening and acknowledge that my date of birth and/or sex will not affect any hiring decisions.

Applicant Name (Printed)	Date of Birth	Sex
Signature		Date