



# LIEBELT HOMES

## APPLICATION FOR EMPLOYMENT

PO BOX 168  
ABERDEEN, SD 57401  
605-225-3222

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

*(PLEASE PRINT)*

**APPLICANT INFORMATION**

Position Applied For	Applying for Full or Part-Time?	Date of Application
How did you hear about us?		Available Start Date
Last Name	First Name	Middle Initial
Address ( Street, City, State, Zip)		
Phone (Home)	Phone (Cell)	Social Security Number

Are you over 18 years of age?	___ YES	___ NO
Can you provide required proof of your eligibility to work?	___ YES	___ NO
Have you ever filed an application with us before? If yes, when? _____	___ YES	___ NO
Have you ever been employed with us before?	___ YES	___ NO
Are you on "lay-off" status and subject to recall?	___ YES	___ NO
Are you authorized to work in the United States? <i>(proof of citizenship or immigration status will be required upon employment)</i>	___ YES	___ NO
Have you been convicted of a misdemeanor within the last 5 years?	___ YES	___ NO
If Yes, please explain _____		
Have you been ever been convicted of a felony?	___ YES	___ NO
If Yes, please explain _____ <i>(convictions will not necessarily disqualify an applicant from employment but will be considered in relationship to the job requirements)</i>		
Do you have a valid driver's license? If YES, Classification _____ State Issued _____	___ YES	___ NO
Can you travel if a job requires it?	___ YES	___ NO
Have you ever been disciplined for violating previous employer policies forbidding the use of alcohol or tobacco products?	___ YES	___ NO

**EDUCATION**

Do you possess a High School Diploma or GED? ___ YES ___ NO		
High School Name	City	State
Post-Secondary School Name	City	State
Did you graduate? ___ YES ___ NO	Degree Earned	

List all relevant licenses, certifications or registrations you possess. List any additional educational experience you have had that may be relevant to the position for which you are applying:

Do you have training and/or experience in any of the following (please circle):

CARPENTRY	WELDING	PLUMBING	TOWING TRAILERS
OPERATING EQUIPMENT (SKID STEER, FORKLIFT, ETC)		POWER TOOLS	
AUTOMOTIVE REPAIRS	ELECTRICAL REPAIRS		

The position for which you are applying may require doing the following:

Climbing ladders for roof repair, operating cordless tools, towing trailers, rough construction and trim work carpentry, basic automotive repairs, 12 volt and 110 volt basic electrical repair, basic plumbing repair, basic LP gas repair.

Are you able to reach items on a shelf that's five feet tall? \_\_\_\_\_ YES \_\_\_\_\_ NO  
Are you able to lift boxes weighing up to 50 pounds? \_\_\_\_\_ YES \_\_\_\_\_ NO  
Are you able to perform the specific duties of this position? \_\_\_\_\_ YES \_\_\_\_\_ NO  
Are you able to perform the essential functions of this job with or without reasonable accommodations? \_\_\_\_\_ YES \_\_\_\_\_ NO

### EMPLOYMENT EXPERIENCE

<b>Company</b>		Phone
Address, City, State		Supervisor
Position Title	From: To:	Reason for Leaving
Skills Used/Job Description		

May we contact your previous supervisor for a reference (please circle)? YES NO

<b>Company</b>		Phone
Address, City, State		Supervisor
Position Title	From: To:	Reason for Leaving
Skills Used/Job Description		

May we contact your previous supervisor for a reference (please circle)? YES NO

<b>Company</b>		Phone
Address, City, State		Supervisor
Position Title	From: To:	Reason for Leaving
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May we contact your previous supervisor for a reference (please circle)? YES NO

### REFERENCES

Full Name	Relationship
Address, City, State	Phone
Full Name	Relationship
Address, City, State	Phone
Full Name	Relationship
Address, City, State	Phone

### DISCLAIMER AND SIGNATURE

I certify that the information on this application and its supporting documents is accurate and complete. I understand, and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize the employer to investigate and verify all statements contained in this application and supporting materials.

<b>SIGNATURE</b>	<b>DATE</b>
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