



Experts at cleaning, repairing and preserving historic masonry

PLEASE REMOVE THIS PAGE FROM YOUR APPLICATION AND KEEP IT FOR YOUR FUTURE REFERENCE

JOB OVERVIEW

At ABSTRACT, we all conform to a drug free work place philosophy and we DO test for drugs. *Do not apply if you are not willing to submit to drug testing or if you take illegal drugs.*

Prior to being hired, you will be required to provide the original copy of your official driving record. Because of our insurance requirements, you will likely not be hired if you have had a citation for: Driving Under the Influence (DUI) within the last 7 years, Reckless Driving within the past 5 years, or more than one of any other driving citation within the past 3 years.

ABSTRACT MASONRY RESTORATION has been in business in the state of Utah for 20 years. We are a full service masonry *restoration* company. Our services include the following:

- | | |
|------------------------------------|--|
| Stripping paint off masonry | Repairing damaged mortar joints (repointing) |
| Cleaning masonry | Expert mortar analysis |
| Applying masonry water repellents | Custom mortar matching |
| Staining masonry | Replacing damaged brick or stone |
| Masonry restoration consulting | Patching brick or stone |
| Chimney and fireplace repair | |
|
<u>Other Services Include:</u> | |
| Acoustical ceiling restoration | High-pressure steam cleaning |
| Wallpaper removal | |

Our primary emphasis is providing the above services on old, historic masonry buildings. *We do NOT do construction of new masonry brick, stone or block buildings.* We have a superb reputation and wish to continue in this manner. Most of our work is done in the Salt Lake City, Ogden and Provo areas. On occasion, we are required to travel to other areas in Utah or the surrounding states to perform our work. We are a small, personable company that employs between 14 and 27 people.

After 90 days of full time employment with us, you are eligible for health insurance (medical, dental and vision). **ABSTRACT** will pay \$201 towards the employee’s insurance premium. Spouse/Family coverage is available, with those additional premiums being deducted from your paycheck. You accumulate paid time off from the day you start working (1 hour for every 40 worked – including overtime) this is available for use after 90 days.

Also after 90 days of full time employment, you are eligible to participate in our company 401K plan. **ABSTRACT** will match (dollar for dollar) your contribution-up to 3% of your annual compensation.

Unlike most masonry related companies, our workload remains relatively consistent, even during the winter months.

Thank you for applying.

Sincerely,

John Lambert
Founder/President

EMPLOYMENT APPLICATION



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For Office Use Only:

APPLICANT INFORMATION

Position Applied For:		How did you hear about this position?		If hired when would you be able to start?	
Do you have reliable transportation?		What days and hours are you NOT available to work?		Are you on a layoff and subject to recall?	
Last Name:		First Name:		Middle Name:	
Street		City:		Preferred Nickname (if any):	
Home Phone:		Cell Phone		Other Phone	
Have you ever worked for this company? If Yes, when?		Are you a U.S. Citizen? Yes No		If no, do you have work papers? Yes No	
Are you under 18? YES NO Insurance requirements do not permit us to hire under age 18		Have you ever pled "guilty" or been convicted of a crime? YES NO If yes, give date and details:			
<i>Answering "yes" to these questions does not constitute an automatic rejection of employment. Date of offense, seriousness and nature of violation, rehabilitation and position applied for will be considered</i>					
Has your drivers license ever been suspended or revoked?		In the past 5 years, have you ever received a violation for DUI or open container/chemical test failure/possession of a controlled substance? YES NO		Have you ever been convicted of a crime involving a motor vehicle? YES NO	
Vehicle to be used on job (if applicable) Model: Year:		License Plate/State Make:		Auto Insurance Co: Auto Insurance Policy Number:	
<i>Before being hired, an original official driving record from the Department of Motor Vehicles will be required</i>			ABSTRACT HAS A STRICT ZERO TOLERANCE DRUG AND ALCOHOL POLICY <i>Are you willing to submit to drug & alcohol testing?</i> Yes No		

SUMMARIZE YOUR SPECIAL SKILLS AND QUALIFICATIONS:

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EDUCATION:

High School:		Address:			
# of Years Completed	Did you graduate Yes NO			GPA:	Class Rank:
College Attended:		Address:			
# of Years Completed	Did you graduate Yes NO	Major:	GPA:	Class Rank:	
College Attended:		Address:			
# of Years Completed	Did you graduate Yes NO	Major:	GPA:	Class Rank:	

PERSONAL REFERENCES (NOT RELATIVES OR EMPLOYERS/FORMER EMPLOYERS)

Name:		Primary Phone: ()		Alternate Phone: ()	
Street:		City		State/Zip	
Name:		Primary Phone: ()		Alternate Phone: ()	
Street:		City		State/Zip	

EMPLOYMENT APPLICATION WILL NOT BE PROCESSED UNLESS SIGNED AND DATED ON PAGE 2

PREVIOUS EMPLOYMENT & WORK - RELATED REFERENCES (Begin with most recent position)

Position Held:		Dates of Employment: From _____ To _____	
Employer/Company:	Supervisor Name:	Supervisor Title:	Supervisor Phone:
Street:		City:	State/Zip:
Responsibilities:			May we contact this employer for a reference? YES NO
Starting Salary & Title:	Ending Salary & Title:	Reason for leaving:	

Position Held:		Dates of Employment: From _____ To _____	
Employer/Company:	Supervisor Name:	Supervisor Title:	Supervisor Phone:
Street:		City:	State/Zip:
Responsibilities:			May we contact this employer for a reference? YES NO
Starting Salary & Title:	Ending Salary & Title:	Reason for leaving:	

Position Held:		Dates of Employment: From _____ To _____	
Employer/Company:	Supervisor Name:	Supervisor Title:	Supervisor Phone:
Street:		City:	State/Zip:
Responsibilities:			May we contact this employer for a reference? YES NO
Starting Salary & Title:	Ending Salary & Title:	Reason for leaving:	

AUTHORIZATION & RELEASE:

I hereby authorize Abstract Masonry Restoration, Inc. and its owners, employees, representatives and agents to obtain a consumer report from a consumer reporting agency and other reference information from other individuals or entities. Information may include, but not be limited to, information about my criminal background (if any), credit history, past employment, driving record, character, general reputation, personal characteristics and other public records or history.

I also agree to release and to indemnify Abstract Masonry Restoration, Inc. and its owners, employees, representatives and agents from liability for obtaining and using such information. I have the right to request additional disclosures regarding the nature and scope of the consumer report.

I acknowledge that a Motor Vehicle Report will be required at the time of my employment and may be requested periodically thereafter, and this serves as Abstract Masonry Restoration, Inc.'s authorization to do so. I also authorize Abstract Masonry Restoration, Inc. to contact my insurance agent and/or carrier either verbally or in writing, or both, to confirm the type and amount of my coverage and the date through which my premiums have been paid.

I certify that my answers are true and complete to the best of my knowledge. I authorize Abstract Masonry Restoration, Inc. to make such investigations and inquiries of my personal, employment, educational, financial, or medical history or other related matters as may be necessary for an employment decision.

I hereby release employers, schools or other persons or entities from all liability in responding to inquiries in connection with my application.

In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Applicant Signature: _____ Date: _____