

# Employment Application



**WE ARE AN EQUAL OPPORTUNITY EMPLOYER!**

At Ray Lusk Plumbing, we consider all 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.

Position(s) applying for:	Date of Application
How did you hear about Ray Lusk Plumbing? <input type="checkbox"/> Job Advertisement <input type="checkbox"/> Friend/Family <input type="checkbox"/> Walk-in/Call-in <input type="checkbox"/> Employment Agency <input type="checkbox"/> Current Employee <input type="checkbox"/> Other	

Last Name	First Name	Middle Name
Primary Address		City, State      Zip Code
Primary Telephone: <input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work <input type="checkbox"/> Other		Social Security Number:

If you are under 18 years of age, can you provide required proof of your eligibility to work?       Yes       No

Have you previously applied to Ray Lusk Plumbing?       Yes       No

Have you previously been employed by Ray Lusk Plumbing?       Yes       No

Are you currently employed?       Yes       No

If so, may we contact your current employer?       Yes       No

If hired, when would you be available to begin work? \_\_\_\_\_

Are you currently furloughed or on 'layoff' status and subject to recall?       Yes       No

Are you willing to travel, if needed?       Yes       No

Are you available to work... (Select all that apply)  
 Full Time       Part Time       Shift Work       Temporary

Have you been convicted of a felony in the last 7 years?       Yes       No  
Conviction will not necessarily disqualify an applicant from employment.

If YES, please explain: \_\_\_\_\_  
 \_\_\_\_\_

# Employment Experience



Start with your current or most recent employer. Please include any job-related military service assignments and/or volunteer activities. You may exclude any organizations which indicate race, religion, gender, or other protected status.

Employer		Dates of Employment		Description of Duties & Work Performed
		From	To	
Employer Address				
Employer Phone		Pay Rate/Salary		
		Starting	Final	
Job Title	Supervisor's Name			
Reason for Leaving		<input type="checkbox"/> Hourly	<input type="checkbox"/> Hourly	
		<input type="checkbox"/> Annually	<input type="checkbox"/> Annually	

Employer		Dates of Employment		Description of Duties & Work Performed
		From	To	
Employer Address				
Employer Phone		Pay Rate/Salary		
		Starting	Final	
Job Title	Supervisor's Name			
Reason for Leaving		<input type="checkbox"/> Hourly	<input type="checkbox"/> Hourly	
		<input type="checkbox"/> Annually	<input type="checkbox"/> Annually	

Employer		Dates of Employment		Description of Duties & Work Performed
		From	To	
Employer Address				
Employer Phone		Pay Rate/Salary		
		Starting	Final	
Job Title	Supervisor's Name			
Reason for Leaving		<input type="checkbox"/> Hourly	<input type="checkbox"/> Hourly	
		<input type="checkbox"/> Annually	<input type="checkbox"/> Annually	

List any professional, trade, business, or civic activities, and/or offices held:

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If you have additional references, they can be emailed to [wluskrp@gmail.com](mailto:wluskrp@gmail.com).

# Arkansas Traffic Violation Release Form

By signing this form, I give any Insurance Company permission to request a copy of my driving abstract or traffic violation report from any state for the purpose of insurance underwriting, and to release this report to Ray Lusk Plumbing and their insurance agency, if necessary. I understand the for the State of Arkansas this release is valid for FIVE YEARS from the date of signing.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Driver's License Number

\_\_\_\_\_  
State of Issue

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Summary of Your Rights Under the Fair Credit Reporting Act (FCRA)

**You have the right to dispute the accuracy and the completeness of any item in your file.** Under the FCRA, you have the right to dispute both the accuracy and the completeness of items in your file, not just inaccurate information. The distinction between accuracy and completeness can be important. For example, your credit report might state accurately that a creditor sued you. But this information might be incomplete because you later paid the debt or are not actually liable for it. You can dispute the information about the lawsuit because it is incomplete. Inaccurate, incomplete, or unverifiable information usually has to be removed or corrected within 30 or 45 days.

**Consumer reporting agencies can't report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

**You have the right to find out what's in your file.** You have the right to get all the information about you contained in the files that a consumer reporting agency prepared—called a “file disclosure.” Sometimes the file disclosure is free, other times you might have to pay a fee. You can get one free credit report every 12 months upon request from each nationwide credit reporting agency.

You can also get a free file disclosure in certain situations, like if:

- someone takes an adverse action against you, like denying you credit, because of information in your credit report (you must ask for your report within 60 days after you receive notice about the adverse action)
- you're a victim of identity theft and you've put a fraud alert in your file
- your file has inaccurate information because of fraud
- you're on public assistance, or
- you're unemployed, but you plan to apply for employment within 60 days.

Specialty credit reporting agencies also have to give you with a free report every 12 months, if you ask for it.

**You have the right to ask for a credit score.** You may ask for your credit score from consumer reporting agencies that create or distribute scores, but you'll usually have to pay a fee for it. In certain mortgage transactions, though, you'll get your credit score from the lender for free.

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# Summary of Your Rights Under the Fair Credit Reporting Act (FCRA)

(continued)

**If information in your credit file is used against you, the user must tell you.** If someone uses your credit report or another type of consumer report to take some other adverse action against you—like denying your application for credit, insurance, or employment—they must let you know and give you the name, address, and telephone number of the agency that provided the information.

**Employers must get your consent before getting your credit file.** A consumer reporting agency generally can't give your file to your employer, or a potential employer, without your written consent.

**You may seek damages from FCRA violators.** The FCRA lets you sue a credit reporting agency (or other person or entity that violates the law) for negligent or willful noncompliance with the law within two years after you discover the harmful behavior or within five years after the harmful behavior occurs, whichever is sooner.

**Identity theft victims and active duty military personnel have certain rights.** The FCRA provides certain rights for victims of identity theft and military personnel. For example, identity theft victims may ask businesses for a copy of transaction records (like credit applications) relating to the theft and military personnel may place an active duty alert on their credit reports.

By signing below, I hereby acknowledge I have read and understood my rights under the FCRA.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



# Disclosure Regarding Background Investigation

**Ray Lusk Plumbing** may obtain a consumer report about you from a consumer reporting agency for employment purposes. A 'consumer report' is a background screening report that may contain information regarding your criminal history, driving history, and other information about you. It may bear upon your character, general reputation, personal characteristics, and/or mode of living.

## Authorization Regarding Background Investigation:

By **signing below**, I hereby acknowledge I have received, read, and understood the following documents:

- Disclosure Regarding Background Investigation
- a summary of Rights Under the Fair Credit Reporting Act (FCRA)
- Arkansas Traffic Violation Release Form
- any applicable State Law notices

By **signing below**, I also authorize Ray Lusk Plumbing to obtain consumer reports about me at any time during the hiring process and throughout my employment, if applicable.

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Name

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Signature

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Date



# Personal Information for Background Check

Please supply the following information to facilitate a background check on you.

Last Name	First Name	Middle Name	Social Security Number	Date of Birth
Any other names used (maiden name, etc.)		Driver's License Number	State Issued	
Email Address		Primary Phone		

Starting with your current address and working backward, please list the addresses of any residence you have held in the past 10 years and the length of time you lived at each residence.

Street Address	City, State	Zip Code	How long?
Street Address	City, State	Zip Code	How long?
Street Address	City, State	Zip Code	How long?
Street Address	City, State	Zip Code	How long?
Street Address	City, State	Zip Code	How long?



# Acknowledgement & Release

**By signing below**, I affirm that all above information provided in this application is correct to the best of my knowledge. Furthermore, I am releasing the above information to Ray Lusk Plumbing for employment screening purposes.

I understand that employment with the Company is not guaranteed by submitting this form and that any information supplied above may be used to determine eligibility for employment.

I understand that the Company may contact me following this submission to gather additional information that may be used during the employment screening process.

I acknowledge that failure to supply complete and accurate information and/or history could result in rejection or revocation of a job offer.

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Name

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Signature

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Date

