

Federal law prohibits discrimination in hiring or employment on the basis of race, color, sex, religion, disability, national origin, citizenship, or on the basis of age. No question on this application is intended to secure information to be used for such discrimination. Proof of identity and work authorization will be required upon employment in accordance with federal regulations. This Company intends to check and hold you responsible for the accuracy of the statements you make on this application. This application will receive consideration for thirty (30) days. If you have not heard from the Company within thirty days, and wish to receive further consideration for employment, you must reapply in person.

**PERSONAL DATA**

Social Security Number \_\_\_\_\_

Name \_\_\_\_\_  
 (Last) (First) (Middle)

Are you 18 years or older? Yes \_\_\_\_\_ No \_\_\_\_\_ If no, list date of birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 (mo) (day) (year)

Address \_\_\_\_\_  
 (Street) (City) (State) (Zip)

Telephone Number \_\_\_\_\_

**EDUCATIONAL DATA**

Circle Highest Grade Completed:

6  7  8  9  10  11  12

Junior High or High School

1  2  3  4  5

College or University

1  2  3  4

Graduate School

Type of School	Name of School	Location	Major Subject or Course of Study	Did you graduate?
High School				
College				
Business or Trade School				
Correspondence School				
Other (Specify)				
Graduate School				

List Degree(s) Obtained:

\_\_\_\_\_

## EMPLOYMENT

Job applied for \_\_\_\_\_ Salary desired \_\_\_\_\_

Are you employed now? \_\_\_\_\_ If so, may we contact your present employer? \_\_\_\_\_

Have you ever applied here before? \_\_\_\_\_ When? \_\_\_\_\_

Have you ever worked for this Company before? \_\_\_\_\_ When? \_\_\_\_\_

Are you restricted to working only certain hours of the day? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, indicate the hours you are available \_\_\_\_\_

Are you restricted from working certain days of the week? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, indicate the days you are available

M	T	W	TH	F	SA	SU
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When can you report for work? \_\_\_\_\_

Type of employment desired \_\_\_\_\_ part-time \_\_\_\_\_ full-time

## WORK HISTORY

Period of Employment (Month/Year)	Name and Address of Company	Positions Held or Duties Performed	Rate of Pay
From:	Company:		Start:
	Street & No.		
To:	City & State		Final:
Name of Supervisor at time of separation: Reason for Leaving:		Phone No.	

Period of Employment (Month/Year)	Name and Address of Company	Positions Held or Duties Performed	Rate of Pay
From:	Company:		Start:
	Street & No.		
To:	City & State		Final:
Name of Supervisor at time of separation: Reason for Leaving:		Phone No.	

Period of Employment (Month/Year)	Name and Address of Company	Positions Held or Duties Performed	Rate of Pay
From:	Company:		Start:
	Street & No.		
To:	City & State		Final:
Name of Supervisor at time of separation: Reason for Leaving:		Phone No.	

### RELATIVES IN OUR EMPLOYMENT

Name	Relationship	Name	Relationship

### REFERENCES

Give three references who are not relatives or former employers.

Name	Occupation	Years Known	Phone	Address

### AFFIDAVIT

I authorize, without liability, investigation of all statements in this application. I authorize all schools which I attended and all previous employers to furnish to the Company my record, reason for leaving and all information they may have concerning me, and I hereby release them and the Company from all liability for any damage whatsoever arising therefrom.

I understand that the Company may investigate my driving record, criminal record, and credit history. I understand I will be notified if such an investigative report is obtained and that I will have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of information concerning the nature and scope of the investigation.

I expressly waive all provisions of law prohibiting any physician, person, hospital, or other institution that has or may hereafter attend to or furnish me with treatment from disclosing to the Company any knowledge or information hereby acquired.

I understand that in event of my employment by the Company, it shall be sufficient cause for dismissal if any of the information I have given in this application is false or if I have failed to give any information herein requested. I understand that proof of identity and work authorization will be required upon employment in accordance with federal regulations. In event of my employment by the Company, I agree to abide by all present and subsequently issued rules of the Company.

**I understand and agree that, if hired, my employment is "at will". This means that either I or the Company may end the employment relationship at any time and for any or no reason.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

### CRIMINAL BACKGROUND

Have you ever pleaded guilty to, "no contest" to, or been convicted of a crime other than a minor traffic violation?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If "yes" please state citation, date, and place where offense occurred (A "yes" answer will not automatically disqualify you from consideration.)

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### DRIVING INFORMATION

Do you have a current driver's license? Yes \_\_\_\_\_ No \_\_\_\_\_

State: \_\_\_\_\_ Lic. No. \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Has your driver's license ever been suspended or revoked? Yes \_\_\_\_\_ No \_\_\_\_\_

If "yes" please explain circumstances: \_\_\_\_\_

Please list all moving traffic violations in the past five (5) years:

Offense	Date	Location	Offense	Date	Location
Offense	Date	Location	Offense	Date	Location

### SPECIAL SKILLS

What knowledge, special training or computer skills, and/or other qualifications have you acquired from employment or other experience? Include any specific equipment that you can proficiently operate.

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*Tugboats  
Barges  
Floating Cranes*

**R. L. Morrison & Sons, Inc.**  
Marine Contractors  
P.O. Box 579  
McClellanville, SC 29458  
Telephone (843) 887-3261 Fax (843) 887-3208

*Piledriving  
Piers  
Bridges  
Salvage*

**NOTICE OF OBTAINING BACKGROUND INFORMATION**

**I understand that in connection with my application for employment or continued employment, R. L. Morrison & Sons, Inc. may obtain a consumer report from a third party reporting agency. The term “consumer report” includes, but is not limited to: credit history, driving record, and criminal record. This information will be used solely for employment related purposes such as, but not limited to: evaluation for initial employment, promotions, transfers, or retention as an employee.**

**I authorize R. L. Morrison & Sons, Inc. to obtain a consumer report, and I authorize any such third party reporting agencies to furnish R. L. Morrison & Sons, Inc. any information it may have concerning me which is on record or otherwise. I understand that I have a right to make a written request within a reasonable period of time to receive additional information about the nature and scope of this investigation in the event I am denied employment or my continued employment is adversely affected.**

**I certify that the facts I have provided relative to my education, employment history, credit, driving and criminal background, as well as all other requested information is true and accurate. I understand that if I am employed and any such information has been omitted, found to be false in any respect, or a background report renders my unsuitable for the employment as determined at the sole discretion of R. L. Morrison & Sons, Inc., I may be terminated or no longer considered as an applicant.**

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Applicant /Employee Signature

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Date

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Applicant/Employee Name Printed

**TESTING OF APPLICANTS**

All applicants considered final candidates for positions with R. L. Morrison & Sons, Inc. will be tested for the presence of illegal drugs as part of the application process.

Applicants will be advised of the Company's pre-employment testing requirements in writing prior to an offer of hire. Applicants will be required to sign an Applicant Drug Testing Consent Agreement. If an applicant refuses, he or she will not be considered for employment, and the employment application process will be terminated.

If an applicant's test is positive, the applicant will not be considered for employment at that time and will be informed that he or she has failed to meet employment standards. If the applicant asks what substance was detected by the test, he or she shall be told in confidential manner.

Any applicant who refuses to submit to, tampers with, or fails to pass the pre-employment drug test shall be ineligible for hire until such time as the applicant can demonstrate that he/she is no longer using drugs illegally and is receiving treatment for drug addiction or has been successfully rehabilitated, in no case will this be less than (6) months from initial incident.

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(Applicant's Signature)

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(Date)