



Operating Engineers Local Union No. 3

Application for Employment

Operating Engineers Local Union No. 3 is an Equal Opportunity Employer. Race, color, religion, age, sex, disability, marital or veteran status, place of national origin, and other categories protected by law are not factors in employment, promotion, compensation, or working conditions.

Instructions:

There are three ways to complete this form with the first way being the most preferred:

1. Online: Open the file online, complete the application and save the file (i.e., JoeEngineer.pdf). E-mail the completed application to: jmciver@oe3.org
2. Print and mail: Open the file online, complete the application and print the form. Or print the form and fill it out by hand. Mail the completed form to: Operating Engineers Local Union No. 3, 1620 South Loop Rd., Alameda CA 94502, Attn: Human Resources Dept.
3. Print and fax: Open the file online, complete the application and print the form. Or print the form and fill it out by hand. Fax: (510) 748-7436 Attn: Human Resources Dept.

NOTE: you must initial all boxes on the last page before submitting.

■ Position applying for _____ Location _____

Name _____

Address _____
Street Address City-State-ZIP

Contact me _____
Primary Telephone (include area code) Secondary Telephone Email

■ Do you have a valid driver's license? Yes No Number _____

(if the above position requires it)

■ Has your driver's license ever been revoked or suspended? Yes No If yes, explain the circumstances:

■ Have you previously applied to or worked for Local 3? Yes No When? _____ Position _____

■ How did you hear about this position? _____

■ Are you related (including in-law) to any current employee? Yes No

If yes, describe relationship _____

NOTE: A criminal background check will be performed for applicants being considered for employment. No applicant will be denied employment solely on the grounds of a conviction of a criminal offense. The nature of the offense, the date of the offense, the surrounding circumstances, and the relevance of the offense to the position(s) being applied for may, however, be considered.

■ Have you ever been discharged from any employment or been asked to resign? Yes No
If "yes," please explain. Attach additional sheets or use the back of this page, if necessary.

■ List the last ten (10) years of employment, starting with your most recent position. Attach additional sheets or use the back of this page, if necessary. This section must be completed in full even if you are attaching a resume.

Name of Company _____

Name of Supervisor _____

Address _____
Street Address *City-State-ZIP*

Contact _____
Telephone (include area code) *Other (such as cell number or email)*

Position & duties: _____

Dates of employment _____

Starting rate of pay _____ Ending rate of pay _____

Reason for leaving _____

Name of Company _____

Name of Supervisor _____

Address _____
Street Address *City-State-ZIP*

Contact _____
Telephone (include area code) *Other (such as cell number or email)*

Position & duties: _____

Dates of employment _____

Starting rate of pay _____ Ending rate of pay _____

Reason for leaving _____

■ Are you currently a member of an Operating Engineers Local Union? Yes No ■ If yes, please provide:

- Date initiated in Operating Engineers Local No. _____ on (date) _____

■ As of today, I have been in continuous good standing in Operating Engineers Local Union No. _____
for _____ years and _____ months

■ If I am hired, I would prefer to work out of the _____ office. I understand that, if hired,
transportation and moving expenses incidental to my first assignment, and for any subsequent transfers at my
request, will NOT be paid by Local 3. _____ (initials)

■ I have been **employed** in the following classifications or work covered by Local 3 agreements:

■ I have been an **employer** employing the following classification of work covered by Local 3 agreements:

■ I have been a member of the following Unions (if none, so state):

■ Showing Local 3 activities first, list information regarding your participation in Union activities as a job steward,
safety committee member, bylaws committee member, grievance committee member, executive board member,
business representative, etc.

Union	Date(s)	Activity
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References

■ Give the name, address, and phone number of four (4) personal references as to your character and ability,
excluding relatives and employers.

Name	Address	Telephone
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General Information about Employment Desired

■ Are you available to work Saturdays? Yes No ■ Are you available to work Sundays? Yes No

■ Are you available to work holidays? Yes No ■ Are you available to work nights? Yes No

■ Are you available to be on-call? Yes No ■ Are you available to work overtime? Yes No

■ If hired, on what date could you start work? _____

■ Are you able to travel on Union business? Yes No ■ % time willing to travel? _____

■ Describe any limitations to travel (e.g., number of days or specific days).

■ Do you need any accommodations for the performance of your duties? Yes No ■ If yes, please describe

Education and Training (include on-the-job training)

Type of Education	Name of Institution	Course of Study	Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
High School or GED			<input type="checkbox"/> Yes <input type="checkbox"/> No
Community College			Date: _____
Trade School			Date: _____
College / University			Date: _____
Seminars / Other			Date: _____
Military Experience			Date: _____
			Date: _____
			Date: _____
			Date: _____

■ PRINT Name _____

Please read and INITIAL each paragraph below. If there is any part of this page you do not understand, please ask about it before signing.

_____ I hereby authorize Operating Engineers Local Union No. 3 to investigate my references, work records, education, and other matters related to my suitability for employment. I also authorize my current and former employers to disclose to Local 3 any and all letter, reports, and other information pertaining to my employment with them without giving me prior notice of such disclosure. In addition, I hereby release Operating Engineers Local Union No. 3, my current and former employers, and all other persons, corporations, partnerships, and associations from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

_____ I understand that if offered employment, the offer may be contingent on my passing a pre-employment drug screen and a pre-employment physical. By signing this application, I voluntarily agree to submit to a pre-employment drug screen and pre-employment physical upon request. I understand that failure to pass the drug screen and/or physical will result in withdrawal of the employment offer.

_____ If hired, I also agree to submit to drug testing as a condition of employment. I agree that Operating Engineers Local Union No. 3 may conduct drug screening at its sole discretion with or without notice. I also understand that refusal to submit to a drug screening will be considered a voluntary resignation of employment.

_____ I understand that nothing contained in this application or conveyed to me during any interview which may be granted is intended to create an employment contract, implied or explicit, between me and Operating Engineers Local Union No. 3. In addition, I understand and agree that, if I am employed, my employment relationship with Operating Engineers Local Union No. 3 is strictly voluntary and at our mutual will. I understand that, if employed, my employment is for no definite period and may be terminated at any time, with or without prior notice, with or without cause or reason, at the option of either myself or Operating Engineers Local Union No. 3, and that no promises or representations contrary to the foregoing are binding on Operating Engineers Local Union No. 3 unless made in writing and signed jointly by the Business Manager and myself.

_____ I understand that if offered employment, I will, as a condition of employment, be required to submit proof of my identity and legal right to work in the United States by my third day of employment.

_____ If the position applied for requires driving in the course of work, I understand that I will be required to possess a current and valid driver's license and understand that I will be required to provide a copy of my official driving record and proof of insurance. I also understand that any offer of employment is contingent on my ability to be covered by Operating Engineers Local Union No. 3 auto insurance, if required by my position.

_____ I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission of misstatement on this application or on any documents used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

_____ **I certify that I have read and understand this entire page and agree to the terms and conditions outlined in this document.**

NOTE: you must initial all boxes on this page before submitting.

_____ *PRINT Name*

_____ *Date*