

# EMPLOYMENT APPLICATION

**Vanguard Modular Building Systems, LLC  
Schiavi Leasing Corporation  
Global Trailer Leasing Services**

*Please print all information neatly and attach your resume*

PERSONAL	
Name: <span style="float: right; margin-right: 20px;"><i>Last</i></span> <span style="float: right; margin-right: 20px;"><i>First</i></span> <span style="float: right;"><i>Middle</i></span>	Today's Date:
Address:	Phone: Home ( ) Work ( )
City, State, Zip:	Social Security No:
Previous Employee? <input type="checkbox"/> Yes <input type="checkbox"/> No	Position Desired:
If Yes, When? <span style="float: right;">Department:</span>	Salary Desired:
Type of work you are seeking: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal <input type="checkbox"/> Temporary	Availability — Date:
If Part-Time, days & hours available:	Weekend/ Overtime? <input type="checkbox"/> Yes <input type="checkbox"/> No
REFERRAL SOURCE	WORK ELIGIBILITY
<input type="checkbox"/> Source of <span style="margin-left: 40px;"><input type="checkbox"/> Agency</span> <span style="margin-left: 40px;"><input type="checkbox"/> Friend</span> <span style="margin-left: 40px;"><input type="checkbox"/> Relative</span> <span style="margin-left: 40px;"><input type="checkbox"/> Other</span>	Do you have the legal right to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No Can you verify your legal right to work in the United States by providing a birth certificate, proof of citizenship or other authorization? <input type="checkbox"/> Yes <input type="checkbox"/> No

EMPLOYMENT																					
<i>Start with current of most recent employer. Please give complete information for Full-Time, Part-Time and Military Positions, even if resume is attached.</i>																					
<b>1</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Employed (State Month &amp; Year)</td> <td style="width: 25%;">Employer</td> <td style="width: 25%;">Address</td> <td style="width: 25%;">City, State, Zip</td> </tr> <tr> <td>From _____ To _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual</td> <td>Supervisor — Name, Title and Phone No.</td> <td colspan="2">Reason for leaving</td> </tr> <tr> <td>Start Salary _____ End Salary _____</td> <td></td> <td colspan="2"></td> </tr> <tr> <td colspan="4">Job Titles and Duties:</td> </tr> </table>	Employed (State Month & Year)	Employer	Address	City, State, Zip	From _____ To _____				Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual	Supervisor — Name, Title and Phone No.	Reason for leaving		Start Salary _____ End Salary _____				Job Titles and Duties:			
Employed (State Month & Year)	Employer	Address	City, State, Zip																		
From _____ To _____																					
Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual	Supervisor — Name, Title and Phone No.	Reason for leaving																			
Start Salary _____ End Salary _____																					
Job Titles and Duties:																					
<b>2</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Employed (State Month &amp; Year)</td> <td style="width: 25%;">Employer</td> <td style="width: 25%;">Address</td> <td style="width: 25%;">City, State, Zip</td> </tr> <tr> <td>From _____ To _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual</td> <td>Supervisor — Name, Title and Phone No.</td> <td colspan="2">Reason for leaving</td> </tr> <tr> <td>Start Salary _____ End Salary _____</td> <td></td> <td colspan="2"></td> </tr> <tr> <td colspan="4">Job Titles and Duties:</td> </tr> </table>	Employed (State Month & Year)	Employer	Address	City, State, Zip	From _____ To _____				Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual	Supervisor — Name, Title and Phone No.	Reason for leaving		Start Salary _____ End Salary _____				Job Titles and Duties:			
Employed (State Month & Year)	Employer	Address	City, State, Zip																		
From _____ To _____																					
Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual	Supervisor — Name, Title and Phone No.	Reason for leaving																			
Start Salary _____ End Salary _____																					
Job Titles and Duties:																					
<b>3</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Employed (State Month &amp; Year)</td> <td style="width: 25%;">Employer</td> <td style="width: 25%;">Address</td> <td style="width: 25%;">City, State, Zip</td> </tr> <tr> <td>From _____ To _____</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual</td> <td>Supervisor — Name, Title and Phone No.</td> <td colspan="2">Reason for leaving</td> </tr> <tr> <td>Start Salary _____ End Salary _____</td> <td></td> <td colspan="2"></td> </tr> <tr> <td colspan="4">Job Titles and Duties:</td> </tr> </table>	Employed (State Month & Year)	Employer	Address	City, State, Zip	From _____ To _____				Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual	Supervisor — Name, Title and Phone No.	Reason for leaving		Start Salary _____ End Salary _____				Job Titles and Duties:			
Employed (State Month & Year)	Employer	Address	City, State, Zip																		
From _____ To _____																					
Salary <input type="checkbox"/> Weekly <input type="checkbox"/> Annual	Supervisor — Name, Title and Phone No.	Reason for leaving																			
Start Salary _____ End Salary _____																					
Job Titles and Duties:																					

We may contact individuals at the employers you have listed above, unless you indicate otherwise.	<b>DO NOT CONTACT</b>
	Employer Number(s) <span style="margin-left: 100px;">Reason(s)</span>

*Vanguard Modular Building Systems is an Equal Opportunity Employer*

## EDUCATION AND TRAINING

SCHOOL	NAME AND LOCATION OF SCHOOL	DATES		COURSE OF STUDY	DID YOU GRADUATE?	DEGREE/ DIPLOMA HELD
		FROM MO/YR	TO MO/YR			
High School						
College						
Graduate						
Tech/Trade						
Other						

Licenses/Certifications:

Relevant/Specialized Training:

## SKILLS/QUALIFICATIONS

*Complete information for job related skills only*

Languages:	Spoken	Read	Written
Computers:	Type of Equipment		
Software:	Spreadsheet	Word Processing	
	Statistical	Database	
	Programming languages		
Typing:	WPM		List Trade Skills:

Other applicable skills:

List professional, trade, business related civic activities. We are not requesting you to list affiliations which may reveal your race, religion, age, national origin or disabilities.

## ADDITIONAL QUESTIONS

Do you have a current driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a United States military Veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you 18 years or older? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been convicted of a crime other than a summary offense?
If under 18, a work permit or age certificate must be issued through local school district.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes, provide date, offense and disposition:
	A conviction record will not necessarily be a bar to employment.

## REFERENCES

*Please complete information for three references from previous employment*

Name	Address	Office Phone	Home Phone	Relationship

### APPLICANT STATEMENT

I certify that the information provided on this application (and accompanying resume, if applicable) is true and complete to the best of my knowledge.

I authorize investigation of all statements contained herein, and the contacting of references and previous employers. I release such persons and all parties from liability for communications involving my potential employment.

I understand that neither this application, nor any offer of employment from Vanguard Modular Building Systems or any of its affiliates constitute an employment contract, unless a specific document to that effect is executed in writing by both the President of the Company and the employee.

I understand that my employment is for no specified period of time and may be ended by either myself or by the Company at any time.

If employed, I understand that false or misleading information provided in my application, résumé or interview(s) may result in immediate discharge.

I agree to abide by all rules and regulations of the Company.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### EQUAL OPPORTUNITY EMPLOYER

It is the policy and practice of Vanguard Modular Building Systems to recruit and select applicants on the basis of their qualifications and ability without regard to race, color, religion, national origin, age, sex, disability, or veteran status.

# VOLUNTARY SELF-IDENTIFICATION FORM FOR APPLICANTS WITH NEW EEO-1 RACE AND ETHNICITY CATEGORIES

---

TO ALL APPLICANTS: Our company is an **Equal Opportunity Employer** and as such we are subject to certain government recordkeeping and reporting requirements. At this time, we are asking you to help us meet our obligations by completing the following information. This information will only be used in accordance with the provisions of applicable laws, executive orders, and regulations. **Providing this information is voluntary and refusal to do so will not subject you to any adverse treatment.** All information provided will be kept confidential. It will remain separate from your employment application and will not be used in any way during the interviewing or hiring process or to make a selection decision.

---

## Part I: General Information:

Name \_\_\_\_\_ Today's Date \_\_\_\_\_  
Last First MI Month/Day/Year

Position Applied for \_\_\_\_\_

## Part II: Gender, Ethnicity and Race Information: *For Ethnicity and Race, please check ONE box only from the list below*

- Male                       Female
- Hispanic or Latino**                      A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- White**  
(Not Hispanic or Latino)                      A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American**  
(Not Hispanic or Latino)                      A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander**  
(Not Hispanic or Latino)                      A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian**  
(Not Hispanic or Latino)                      A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaskan Native**  
(Not Hispanic or Latino)                      A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races**  
(Not Hispanic or Latino)                      All persons who identify with more than one of the above five races.

**I do not wish to provide the information requested above.**

## Part III: REFERRAL SOURCE: Please indicate how you heard about this opening

- Company website     Job board     Newspaper     Temp agency     Search firm
- Educational institution     Walk-in     Employee referral     College Recruiting
- Professional Association     Other \_\_\_\_\_