



# APPLICATION for EMPLOYMENT

EQUAL EMPLOYMENT OPPORTUNITY CORPORATION

## PERSONAL INFORMATION

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
First Middle Last

Address \_\_\_\_\_  
Street City State zip code

Telephone# (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_ E-Mail address \_\_\_\_\_

Have you ever been employed here before? \_\_\_yes \_\_\_no If yes, what year? \_\_\_\_\_

How were you referred to the company? \_\_\_\_\_

Are you legally eligible for employment in the United States of America? \_\_\_yes \_\_\_no

Date available for work \_\_\_\_/\_\_\_\_/\_\_\_\_ What is your desired salary range? \$\_\_\_\_\_

Gulf Coast Rebar Inc. has a pre-employment, post-accident, and random drug screening policy. Are you willing to comply with this policy? \_\_\_yes \_\_\_no

## EMERGENCY CONTACT(S)

#1 Name \_\_\_\_\_ Relationship to you \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip code

Telephone# (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_

#2 Name \_\_\_\_\_ Relationship to you \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip code

Telephone# (\_\_\_\_) \_\_\_\_\_ Cell # (\_\_\_\_) \_\_\_\_\_

## SKILLS / QUALIFICATIONS / CERTIFICATIONS

Years of Experience related to the reinforcing steel industry \_\_\_\_\_

List all skills, qualifications, & certifications that apply to you (you may attach a resume or other documents):

\_\_\_\_\_  
\_\_\_\_\_

## EMPLOYMENT HISTORY Starting with your most recent employer, provide the following information:

#1 Employer \_\_\_\_\_ Telephone # \_\_\_\_\_

Dates employed: \_\_\_\_\_ to \_\_\_\_\_ Supervisor and title \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

#2 Employer \_\_\_\_\_ Telephone # \_\_\_\_\_

Dates employed: \_\_\_\_\_ to \_\_\_\_\_ Supervisor and title \_\_\_\_\_

Reason for leaving? \_\_\_\_\_

\*Equal access to programs, services, and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Company.

**APPLICANT STATEMENT**

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by an authorized company representative.

I understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the United States of America and that federal immigration laws require me to complete an I-9 Form in this regard. I am aware the employer uses E-Verify to validate identity and I authorize them to do so upon employment. Employment is also subject to the applicable **90 day probationary period**, as well as the company’s employment policies, as amended from time to time, at the discretion of the company. The acceptance of this application does not necessarily indicate that there are positions open at present.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (1) eliminate me from further consideration for employment, or (2) may result in my immediate discharge from the employer’s service, whenever it is discovered.

**DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.**

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



# New Hire EEO-1 Data Sheet / AFFIRMATIVE ACTION SURVEY

Please complete this New Hire EEO-1 Data Sheet. It will supply us with information we need for federal reporting obligations. Please be advised that this information will be used and kept confidential, in accordance with applicable laws and regulations. This information will not be used as the basis for any adverse employment decision.

Name \_\_\_\_\_ Social Security # (last 4 digits) \_\_\_\_\_  
Last First Middle

We are subject to certain government recordkeeping and reporting requirements for the administration of civil rights laws and regulations. To comply with these laws, we invite you to voluntarily self-identify your race or ethnicity. **Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment.** The information obtained will be kept confidential and separate from personnel files. It may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those requiring information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

**Gender:**  Male  Female

**Please check the EEO Identification Group that best applies to you:**

- Hispanic or Latino:** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- OR -**
- 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 Alaska 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 races, excluding those who identify themselves as Hispanic or Latino.

**Check if applicable:**  Disabled/Handicapped  Vietnam Era Veteran  Disabled Veteran

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*If you should have any questions regarding this form, please contact the office at 813-247-1200.*

January 1, 2015

To: All Employees

**Re: SAFETY POLICY**

Gulf Coast Rebar Inc. requires each employee sign acknowledging they have read and understand Gulf Coast Rebar's safety policy and procedures.

The policy states ALL injuries must be reported to the foreman or supervisor immediately at the time of injury, before leaving the job site. If a foreman or supervisor is unavailable, the office must be contacted at (813)247-1200.

Regardless of whether you file a worker's comp claim, all injuries are to be reported prior to leaving the job site. Reporting injuries in a timely manner protects your rights as well as the rights of Gulf Coast Rebar Inc.

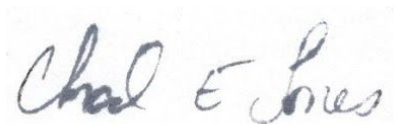
You, the employee, are to keep the safety policy with you in your vehicle. All foremen please *note*, it is an OSHA violation if you do not keep a copy of the safety policy in your vehicle at the job site or in the office or gang box if you have one on site. A copy of the policy is enclosed for your use.

If you have any questions or concerns regarding this matter, please contact me directly at (813)247-1200.

**MANDATORY**

**DO NOT LEAVE THE JOB IF YOU ARE INJURED WITHOUT NOTIFYING EITHER YOUR SUPERVISOR OR THE OFFICE!**

Sincerely,

A handwritten signature in blue ink that reads "Chad E. Jones". The signature is written in a cursive style.

Chad E. Jones  
President

## SAFETY PROCEDURES

Gulf Coast Rebar Inc. is committed to providing a safe and healthy work environment, free of recognized hazards. **No job is too important to place work activities ahead of an ironworker's safety.**

1. Report and hazardous condition to your foreman.
2. Do not proceed to work in unsafe areas and if necessary, guard against others entering an unsafe area until the hazard has been corrected.
3. All employees are required to work safely and comply with established Federal, State, and local safety regulations, as well as any safety procedures Gulf Coast Rebar Inc. may implement.
4. If unsure how to perform a task safely, stop and ask your foreman.
5. Employees engaged in installing reinforcing steel must use fall protection when working above 6 feet.
6. Fall protection is to be worn when working aloft.
7. OSHA requires connectors to use fall protection when working above 30 feet.
8. Inspect your fall protection or positioning chain prior to use, for cuts, abrasions, deformities, and burns. Ensure snap-hooks operate and close correctly. Turn in unserviceable fall protection.
9. All holes must be *covered* or barricaded. Never leave an open hole without appropriate protection
10. Leading edges must be protected with guardrails, perimeter cables or warning lines. Warning lines must be placed a minimum of 6 feet from the edge.
11. Hard hats must be worn at all times when on a job site.
12. ANSI-approved safety glasses or face shield must be worn when exposed to an eye hazard, such as when reaming, using a deck saw, impacting bolts or any other activity that may result in an eye injury.
13. Wear appropriate clothing and boots for work.
14. Only trained, qualified personnel may engage in connecting integral structural steel members.
15. Drug and alcohol use is strictly prohibited.
16. Fuel may be stored only in metal. Type I or Type II safety compliant containers which are equipped with a spark arrestor with self-closing top.
17. Employees are required to wear an approved reflective vest at all times on the job site.
18. Extension cords must be free of cuts, abrasions and other damage. Ground prong must be intact always. Inspect cords prior to using for safety.
19. GFCI must be installed between power source and extension cord or electrical power tool.
20. Check tool for proper condition prior to use.
21. Ladders must extend 3 feet above the landing, secured at the top and set up at a 4 x 1 angle to the structure. Inspect ladder prior to use for cracks, broken rungs, and proper condition
22. Only authorized and qualified personnel may operate man-lifts. A harness and lanyard must be used when operating the man-lift from the platform, even when simply driving or moving the equipment. Inspect man lift prior to use.
23. Check rigging prior to use. Discard defective rigging.
24. Inspect welding leads and torch hoses for cuts, abrasions, and holes prior to use. Never perform hot work without an extinguisher.
25. Scaffolds are to be erected by a qualified person, under the action of a foreman, on a firm level, surface, properly planked and with each section secured. Inspect scaffold prior to use.
26. MSDS sheets are located on site (\*see foreman).

I have received a copy of Gulf Coast Rebar Inc. safety procedures and understand that I am required by OSHA regulations and Company policy to comply with all established safety standards and will be subject to disciplinary action, including termination, for failing to work safely.

\_\_\_\_\_  
Employee Name (Print)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Name (Print)

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

## DRUG FREE WORKPLACE POLICY

**Gulf Coast Rebar Inc.** is committed to maintaining a safe, healthy and productive workplace. For this reason Gulf Coast Rebar Inc. requires and will enforce a zero tolerance policy for any and all use of drugs or alcohol in the workplace. Employees are not permitted to possess, consume, or distribute any drugs or alcohol in the workplace, or to report to work, or perform their duties while under the influence of drugs or alcohol.

**ANY** employee who violates this policy will be immediately terminated.

All employees must agree, as a condition of employment to a pre-employment drug test, random drug testing and post-accident drug testing.

I have read and understand the above zero tolerance policy and agree to abide by the terms of employment.

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Employee Name (Print)

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Employee Signature

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Date



## Equal Employment Opportunity Policy

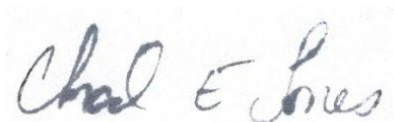
It is the policy of this company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, national origin, or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship pre-apprenticeship, and/or on-the job training.

Gulf Coast Rebar recognizes that the effective application of an Equal Employment Opportunity Policy involves much more than just a statement of policy. We undertake our program of affirmative action to guarantee that the full benefit of equal opportunity is available to all our employees and to strongly encourage new applicants to seek employment and strive for advancement within the company.

A team effort is required to ensure success in this important endeavor. All employees at AGC are responsible for ensuring compliance with our policy and commitment regarding an equal opportunity environment.

Any employee or applicant who feels they have been discriminated against in violation of this policy should report their concerns promptly to our EEO Officer, Michele Adams, at (813) 247-1200. No employee will be punished for bringing a good faith report to the Company's attention.

Sincerely,

A handwritten signature in blue ink that reads "Chad E Jones". The signature is written in a cursive style.

Chad Jones  
President

January 1, 2015

To: All Employees

**Re: NON-DISCRIMINATION IN EMPLOYMENT - EEO/ AA POLICY**

The undersigned currently holds contract with several contractors involving funds or credit of the U. S. Government of (a) subcontract with a prime contractor holding such contract(s).

You are advised that under provision of the above contract(s) or subcontract(s) and in accordance with Executive Order 11245, as amended, dated September 24, 1965 , the undersigned is obligated not to discriminate against any employee or applicant for employment because of race, color, creed, or national origin. This obligation not to discriminate in employment includes, but is not limited to the following:

HIRING, PLACEMENT, UPGRADING, TRANSFER OR DEMOTION, RECRUITMENT, ADVERTISING OR SOLICITATION FOR EMPLOYMENT, TRAINING DURING EMPLOYMENT, RATES OF PAY OR OTHER FORMS OF COMPENSATION, SELECTION FOR TRAINING, INCLUDING APPRENTICESHIP, LAYOFF OR TERMINATION.

This notice is furnished to you pursuant to the provisions of the above contract(s) or subcontract(s) and Executive Order 11246 and Executive order 22, as they have been amended.

Copies of this notice will be posted by the undersigned in conspicuous places available to employees, or applicants seeking employment. It has been furnished to each new employee when hired as well.

If anyone feels this policy is not being followed or there is discrimination with the company against him or her, he or she should contact me personally at 3609-A East 10<sup>th</sup> Ave, Tampa, FL 33605, (813)247-1200.

Sincerely,  
Michele Adams  
EEO Officer

**CIVIL RIGHTS  
AVENUES OF APPEAL**

Gulf Coast Rebar Inc. EEO Officer  
Michele Adams  
3609-A East 10<sup>th</sup> Ave, Tampa, FL 33605  
Phone (813) 247-1200

Florida Commission on Human Relations  
2009 Apalachee Parkway  
Tallahassee, FL 32303  
Phone (850)488-7082 or (800)342-8170

U. S. Dept of Labor, Regional Director Office of Federal Contract Compliance  
61 Forsyth Street, SW, Room 78-75  
Atlanta, GA 30303  
Phone (404)562-2424

U.S. Federal Highway Administration  
545 John Knox Road Suite 200  
Tallahassee, FL 32303

U.S. Equal Employment Opportunity Commission  
Tampa District *Office*  
501 Polk Street, Suite 1020  
Tampa, FL 33602  
Phone (800)669-4000

U.S. Equal Employment Opportunity Commission  
Miami District Office  
One Biscayne Tower, Suite 2700  
Miami, FL 33131  
Phone(800)669-4000

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## OFFICE USE ONLY

Employee \_\_\_\_\_

Title \_\_\_\_\_  
(write / circle one below)

Apprentice / Laborer / Clerical / Ironworker / Foreman / Gen Foreman / Field Superintendent / Superintendent

Pay Rate \$ \_\_\_\_\_

Start Date \_\_\_\_\_

Interviewed/Hired By \_\_\_\_\_

- Application Complete & Signed
- 90 Day Probationary Period (hired only)
- W4 Complete (hired only)
- I-9 Complete (hired only)
- E-Verified (hired only)