



Our company is an equal opportunity employer that does not discriminate because of sex, age, race, color, religious creed, national origin, ancestry, non-Job related handicap or disability, service in the Armed Forces of the United States, Citizen-ship or any other characteristic protected by applicable federal or state laws.

Application for Employment

Drug Policy: It is our intent to maintain a safe, productive work environment, consistent with that objective, you will be requested to submit to a drug test in conjunction with an offer of employment.

CHECK one or more of our locations or product specialties here, then fill out the remainder of the application form(s) honestly and completely, and email to apply@romacfl.com or drop off your application in person at the closest location. For any questions, please contact HR at 352-314-3188.

Distribution

3238 NE 37th Place
Wildwood, FL 34785

Lady Lake

722 Duck Lake Road
The Villages, FL 32159

Leesburg

700 E Main Street
Leesburg FL 34748

Mount Dora

2411 Old US Hwy 441
Mount Dora, FL 32757

Ocala

1432 SW 15th Avenue
Ocala, FL 34474

Door Plant

700 E Main Street
Leesburg FL 34748

Garage Doors

722 Duck Lake Road
The Villages, FL 32159

Truss Plant

200 E Main Street
Leesburg FL 34748

Windows

312 E Main Street
Leesburg FL 34748

General Information (Please type or print clearly)

Name (First | Middle | Last)

Mailing Address

City | State | Zip

Phone (Home)

Phone (Cell)

Driver's license number and state issued

Email Address

Are you legally authorized to work in the United States? Yes No

(if you answer yes, you must complete the I-9 form required by the U.S. Immigration and Naturalization Service no later than your date of hire.)

Position applied for

What is your desired salary range

Are you applying for Full Time Part Time Temporary

When would you be able to start? (Month, Day, Year)

If Part Time or Temporary, list your days and times of availability

Have you ever filed an application with us before? Yes No

and if "yes," when?

Have you ever been employed by this company? Yes No

and if "yes," when and what was your job title?

List any of your relatives working for this company

If recruited by a current employee, print their name here

How did you hear about this job opening

Can you travel if the job requires it? Yes No (If you answer yes, please fill out the Supplemental Company Drivers Application.)

If applying for a position in production, installation, delivery or warehouse, are you able to twist, lift, bend, and kneel with a load of 60 lbs? Yes No If "no" state your limitations.

Background Information

Have you ever been convicted of a crime(s)? Yes No *If yes, give dates and the nature of the crime.*

Date _____ Nature of crime _____

Date _____ Nature of crime _____

NOTE: A "yes" answer to this question will not automatically bar you from employment. The nature, job-relatedness, severity, and date of the offense in relation to the position for which you are applying are considered. If you need more room, write on the back of this sheet.

Additional Information List any interests, hobbies, skills, or self-improvement programs that may help us evaluate your application

Military Background Did you serve in the armed forces? Yes No

If yes, describe any training received that is relevant to the position you are applying for.

Education *Please complete the following.*

High School _____ City & State _____

From _____ To _____ Did you graduate? Yes No Diploma _____

Trade/Tech School _____ City & State _____

From _____ To _____ Did you graduate? Yes No Certificate _____

College _____ City & State _____

From _____ To _____ Did you graduate? Yes No Degree _____

College _____ City & State _____

From _____ To _____ Did you graduate? Yes No Degree _____

List any achievements and/or awards received.

Work Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Current

Company _____ From _____ To _____
Address _____ Phone _____
Job Title _____ Supervisor _____
Duties Performed _____
Pay Rate _____ Reason for Leaving _____
May we contact your **current** employer at this time? Yes No

2 Company _____ From _____ To _____
Address _____ Phone _____
Job Title _____ Supervisor _____
Duties Performed _____
Pay Rate _____ Reason for Leaving _____

3 Company _____ From _____ To _____
Address _____ Phone _____
Job Title _____ Supervisor _____
Duties Performed _____
Pay Rate _____ Reason for Leaving _____

4 Company _____ From _____ To _____
Address _____ Phone _____
Job Title _____ Supervisor _____
Duties Performed _____
Pay Rate _____ Reason for Leaving _____

Personal / Professional References Do not include family members or past supervisors.

1 _____ Name	_____ Occupation	_____ Relationship	_____ Phone
2 _____ Name	_____ Occupation	_____ Relationship	_____ Phone
3 _____ Name	_____ Occupation	_____ Relationship	_____ Phone

Applicant Please read carefully and sign.

I understand that any employment will be on a 90-day introductory basis, and that my employment may be terminated, with or without cause or notice, at any time, at my option, or that of RoMac Building Supply, Inc. I understand that this is not a contract. I understand that no management representative has any authority to enter into any agreement for continuing employment for any specific period of time or which is contrary to the forgoing. I give RoMac Building Supply, Inc. permission to contact any or all of my previous employers and references and authorize them to provide all information requested of them by RoMac Building Supply, Inc. I authorize RoMac Building Supply, Inc. to obtain, use, and rely upon that information in relation to my application. I have provided truthful and complete responses to all inquiries in the application and understand that the discovery of any falsification or omission constitutes a ground for immediate dismissal. If employed by RoMac Building Supply, Inc., I will abide by its rules and regulations, which I understand are subject to change by RoMac Building Supply, Inc.

Should I become employed, as a condition of my employment, I agree to waive my right to a trial by jury in any action or proceeding involving any claim, whether statutory or at common law, related to or arising out of my employment or the termination of employment, including claims of discrimination. I understand that I am waiving my right to jury trial voluntarily and knowingly and free from duress or coercion. I understand that I have the right to consult with a person of my choosing, including an attorney, before signing this document.

Print your full name. _____

Signature of Applicant _____ Date _____

For Internal Use Only

Interviewed? Yes No

1st Interview by _____ Date _____

2nd Interview by _____ Date _____

Interview comments and results. _____

Full Time Part Time Temporary Starting Rate \$ _____ Starting Date _____

Department _____ Job Title _____ Location _____

Managers Signature _____ Date _____

CEOs Signature _____ Date _____

Approval Number _____