

BREDA COMPANY, INC. A DBE Rebar Installation Specialist

6830 N. Eldridge Pkwy. #505 - Houston, Texas 77041 Phone (713) 937-9270 Fax (713) 937-6732

APPLICATION FOR EMPLOYMENT

(Pre-Employment Questionnaire) AN EQUAL OPPORTUNITY EMPLOYER

PERSONAL INFORMATION					
			DATE: _		
		SOCIAL SECURI	TY NUMBER:		
NAME:					
LAST	FIRST	N	IIDDLE		_
CURRENT ADDRESS:					_
STREET/NUMBER	APT#	CITY	STATE	ZIP	
PERMANENT ADDRESS:					_
STREET/NUMBER	APT#	CITY	STATE	ZIP	
PHONE NUM: ARI	E YOU AT L	EAST 18 YEARS OF	AGE? Yes:	No:	
ADE VOILERTHED A LIC CUTTEN OD AN ALL	IEM ALITHO	DIZED TO WORK IN	THE INITED	OT A TEGO	
ARE YOU EITHER A U.S. CITIZEN OR AN AL	IEN AUTHO	RIZED TO WORK IN	THE UNITED	Yes:	No:
				103	
EMPLOYMENT DESIRED					
POSITION DESIRED:	I	DATE YOU CAN ST	ΓART:		-
WAGE(S) DESIRED: \$ / Ho	<u>our</u>				
ARE YOU EMPLOYED NOW? (If So, with	whom?).				
MAY WE REQUIRE OF THIS EMPLOYER					-
HAVE YOU EVER APPLIED TO THIS CO	MPANY BE	FORE? Yes: N	lo:		
IF SO, WHICH BRANCH?(DFW	V, Houston or	Austin) WHEN?			
FIELD HOURLY WORK IS PART TIME EMPLO ON A JOB BY JOB BASIS.	YMENT	ADMINISTRA	AVITE/SALARY	WORK IS FU	LL TIME.
EDUCATION NAME AND LOCATION OF SCHOOL	OOL	YEARS ATTENDED	DID YOU GRADU.	ATE SUBJ	ECTS STUDIED
HIGH SCHOOL					
COLLEGE					
TRADE/TECHNICAL SCHOOL					

FORMER EMPL	OYERS (LIST BELOW LA	ST THREE EMPLOYE	ERS STARTING W	TH MOST RECENT)
DATE	NAME OF EMPLOEYER	POSITION	SALARY	REASON FOR LEAVING
то				
DATE	NAME OF EMPLOEYER	POSITION	SALARY	REASON FOR LEAVING
то				
DATE	NAME OF EMPLOEYER	POSITION	SALARY	REASON FOR LEAVING
ТО				
REFERENCES '	LIST BELOW THREE PERSONS N	OT RELATED TO YOU, V	WHOM YOU HAVE K	NOWN FOR AT LEAST ONE YEAR)
NAME	BUSINESS A	DDRESS		YEARS ACQUAINTED
1				
2				
3.				
PHYSICAL REC	ORD:			
Please Describe:	e to accommodate your limitati			in excess of 80Lbs throughout the day.
In Case of Emergency, No		or long periods of time and	repeateury int weights	in excess of sollos throughout the day.
in case of Emergency, 130	NAME	ADDRESS		PHONE NUMBER
KNOWLEDGE AND U GROUNDS FOR DISMIS I AUTHORIZE INVESTI YOU ANY AND ALL IN MAY HAVE, PERSONA RESULT FROM FURNIS I UNDERSTAND AND	THE FACTS CONTAINED IN THE STALL STALL STATEMENT IF EMP. SSAL. IGATION OF ALL STATEMENT IFORMATION CONCERNING M. L OR OTHERWISE, AND RELESHING THE SAME TO YOU.	LOYED, FALSIFIED S S CONTAINED HEREI Y PREVIOUS EMPLOY ASE ALL PARTIES FRO	TATEMENTS ON N AND THE REFEI MENT AND ANY I OM ALL LIABILIT NO DEFINITE PER	OMPLETE TO THE BEST OF MY THIS APPLICATION SHALL BE RENCES LISTED ABOVE TO GIVE PERTINENT INFORMATION THEY Y FOR ANY DAMAGE THAT MAY IOD AND MAY, REGARDLESS OF IOUT PRIOR NOTICE."
DATE:	SIGNATURE:			
DO NOT WRITE BE	LOW THIS LINE			
INTERVIEWED BY:			DA	ГЕ:
HIRED: YES NO	POSITION	DEPT	·	WAGE/SALARY
START DATE:	ΔD	PROVED BY:		

BREDA COMPANY, INC. A DBE Rebar Installation Specialist



6830 N. Eldridge Pkwy. #505 - Houston, Texas 77041 Phone (713) 937-9270 Fax (713) 937-6732

E-VERIFY NOTIFICATION / NOTIFICATION DE E-VERIFY

In accordance with Executive Order 12989, Breda Company, Inc. will E-Verify your Social Security number and right to work documents with the Social Security Administration and the Department of Homeland Security. If there are any discrepancies you will be notified.

De conformidad con la Orden Ejecutiva 12989, Breda Company, Inc. verificará electrónicamente su número de Seguridad Social y sus documentos de derecho a trabajar con la Administración del Seguro Social y el Departamento de Seguridad Nacional. Si hay discrepancias, se le notificará. Signature / Firma Date / Fecha Name / Nombre

3 of 11



BREDA COMPANY, INC. DRUG-FREE WORKPLACE POLICY

- All employees are prohibited from using or being under the influence of controlled substances, inhalants or alcoholic beverages during work hours, Except for the legal use of controlled substance prescribed by a licensed physician and which shall be used only in the manner, combination and quantity prescribed and which shall only be used by the person for whom it is prescribed.
- The unlawful manufacture, distribution, dispensation, possession, or use of controlled substances, inhalants or alcoholic beverages on Breda Company, Inc, premises or job sites or while conducting Breda Company, Inc. business off premises, is absolutely prohibited. Sanctions may include completion of an appropriate rehabilitation or assistance program, probation, expulsion, termination or referral to authorities for prosecution. If an employee has been convicted of a criminal drug statute, sanctions will be imposed within 30 days.
- Breda Company, Inc., recognizes that drug, inhalant and alcohol abuse may result In serious health, safety and security problems. The use of drugs, inhalants and alcohol may alter a person's mental alertness and impair physical ability to complete certain tasks. Consequently, if any employee whose off-duty use of drugs, inhalants or alcohol results in absenteeism, tardiness, or impairment of work performance, or is the cause of workplace accidents, the employee will be given a list of treatment and rehabilitation centers where they may seek assistance. All treatment or assistance will be at the employees own expense.
- The company may require an employee to be tested for drugs or alcohol if there is reasonable suspicion that the employee's job performance has been affected by the use of illicit drugs, inhalants or alcohol and there is reasonable belief that such impairment presents a risk to the physical safety of the employee or another person.
- The company will perform random drug screenings, at its discretion, to ensure compliance o four drug-free workplace policy.
- As a condition of employment, each employee must report any criminal drug statute conviction for a violation occurring in the workplace or on Breda Company, Inc. property to the company no later than five days after conviction. Imposed sanctions may take the form of personnel actions against the employee, up to, and including, termination or requiring the employee to participate in an approved drug abuse assistance or rehabilitation program at his or her own expense.

Signature		
Date		

BREDA COMPANY, INC.



A DBE Rebar Installation Specialist

6830 N. Eldridge Pkwy. #505 - Houston, Texas 77041 Phone (713) 937-9270 Fax (713) 937-6732

NOTICE: EMPLOYEES AND APPLICANTS FOR EMPLOYEMNT EQUAL OPPORTUNITY POLICY OF BREDA COMPANY, INC.

It is the operating policy of Breda Company, Inc. to assure that applicants are employed and that employees are treated fairly during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment upgrading, demotion, or transfer, recruitment or 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.

We also encourage the use of available training programs and will be happy to advise upon what programs are available, the entrance requirements for each, as well as assisting in applying for or entering such programs. Any supervisor will be glad to have you contact them.

Breda Company, Inc. is a Disadvantaged Business Enterprise (DBE), business that specializes in the installation of reinforcing steel, primarily on Highway Projects in Texas. We hope to diversify our work force. Therefore all qualified applicants, regardless of race, color, national origin, religion, gender, age (if over the age of 18), disability, or Vietnam veteran status are encouraged to apply. Blacks and Female applicants are strongly encouraged.

All present employees are requested to encourage any individual regardless of race, color, national origin, religion, gender, age (if over the age of 18), disability, sex or veteran status to make application for employment with this company or apply for training under available programs.

Any complaint of alleged discrimination by this company, its supervisors or employees, or any persons or organizations acting on behalf of the company should be immediately called to the attention of the Equal Employment Officer.

Daniel O'Brien is the EEO Officer for Breda Company and can be reached at the Houston office at: 713-937-9270.

Employees have the right to pursue complaints with the Equal Employment Opportunity Commission (EEOC) at 1-800-669-4000 and the Texas Commission for Human Rights (TCHR) at 1-512-437-3450. Retaliation against a person who files a charge of discrimination, participates in an investigation, or opposes an unlawful employment practice is prohibited. Any and all complaints will be processed in a timely manner between thirty and ninety (30-90) days.

Roberto Breda President – Breda Company, Inc. 4/2012

AN EQUAL OPPORTUNITY EMPLOYER



Employment Eligibility Verification

Department of Homeland Security

U.S. Citizenship and Immigration Services

USCIS Form I-9

OMB No. 1615-0047 Expires 08/31/2019

► START HERE: Read instructions carefully before completing this form. The instructions must be available, either in paper or electronically, during completion of this form. Employers are liable for errors in the completion of this form.

ANTI-DISCRIMINATION NOTICE: It is illegal to discriminate against work-authorized individuals. Employers **CANNOT** specify which document(s) an employee may present to establish employment authorization and identity. The refusal to hire or continue to employ an individual because the documentation presented has a future expiration date may also constitute illegal discrimination.

	, оситот токиот р				,		,	
Section 1. Employee than the first day of emplo					st complete an	d sign Se	ection 1 o	f Form I-9 no later
Last Name (Family Name)		First Name (Giv	ren Name)	Middle Initial	Other L	ast Names	s Used (if any)
Address (Street Number and N	lame)	Apt. N	umber	City or Town			State	ZIP Code
Date of Birth (mm/dd/yyyy)	U.S. Social Sec	urity Number	Employ	l ee's E-mail Addr	ress	E	mployee's	 Telephone Number
I am aware that federal law connection with the comp	letion of this f	orm.				or use of	false do	cuments in
l attest, under penalty of p	erjury, that I a	ım (check one	of the fo	ollowing boxe	es):			
1. A citizen of the United S	tates							
2. A noncitizen national of	the United States	S (See instruction	s)					
3. A lawful permanent resid	dent (Alien Reg	gistration Numbe	r/USCIS N	Number):				
4. An alien authorized to w Some aliens may write "				_		_		
Aliens authorized to work must An Alien Registration Number	,		,		,			QR Code - Section 1 Not Write In This Space
Alien Registration Number OR	/USCIS Number:				_			
2. Form I-94 Admission Num OR	per:				_			
3. Foreign Passport Number								
Country of Issuance:					_			
Signature of Employee					Today's Dat	e (mm/dd/	/уууу)	
Preparer and/or Trans I did not use a preparer or t (Fields below must be comp I attest, under penalty of p	ranslator. oleted and sign	A preparer(s) ared when prepa	nd/or trans rers and/	slator(s) assisted or translators	-	oyee in c	ompleting	g Section 1.)
knowledge the information	n is true and c			•				
Signature of Preparer or Trans	ator					Today's E	Date (mm/d	dd/yyyy)
Last Name (Family Name)				First Name	e (Given Name)			
Address (Street Number and N	lame)		С	city or Town			State	ZIP Code

STOP

Employer Completes Next Page

STOR

LISTS OF ACCEPTABLE DOCUMENTS All documents must be UNEXPIRED

Employees may present one selection from List A or a combination of one selection from List B and one selection from List C.

	LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity AN	ID	LIST C Documents that Establish Employment Authorization
2.	U.S. Passport or U.S. Passport Card Permanent Resident Card or Alien Registration Receipt Card (Form I-551) Foreign passport that contains a		Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	1.	A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH
4.	temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa Employment Authorization Document		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth,	2.	INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION Certification of report of birth issued
5.	that contains a photograph (Form I-766) For a nonimmigrant alien authorized to work for a specific employer because of his or her status:		gender, height, eye color, and address 3. School ID card with a photograph 4. Voter's registration card	3.	by the Department of State (Forms DS-1350, FS-545, FS-240) Original or certified copy of birth certificate issued by a State, county, municipal authority, or
	a. Foreign passport; andb. Form I-94 or Form I-94A that has the following:		 U.S. Military card or draft record Military dependent's ID card U.S. Coast Guard Merchant Mariner 	4.	territory of the United States bearing an official seal Native American tribal document
	(1) The same name as the passport; and(2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has		8. Native American tribal document 9. Driver's license issued by a Canadian government authority		U.S. Citizen ID Card (Form I-197) Identification Card for Use of Resident Citizen in the United States (Form I-179)
	not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.		For persons under age 18 who are unable to present a document listed above:	7.	Employment authorization document issued by the Department of Homeland Security
6.	Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI		10. School record or report card11. Clinic, doctor, or hospital record12. Day-care or nursery school record		

Examples of many of these documents appear in Part 13 of the Handbook for Employers (M-274).

Refer to the instructions for more information about acceptable receipts.

Form I-9 07/17/17 N Page 3 of 3

Form W-4 (2018)

Future developments. For the latest information about any future developments related to Form W-4, such as legislation enacted after it was published, go to www.irs.gov/FormW4.

Purpose. Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Consider completing a new Form W-4 each year and when your personal or financial situation changes.

Exemption from withholding. You may claim exemption from withholding for 2018 if both of the following apply.

- For 2017 you had a right to a refund of all federal income tax withheld because you had no tax liability, and
- For 2018 you expect a refund of all federal income tax withheld because you expect to have no tax liability.

If you're exempt, complete only lines 1, 2, 3, 4, and 7 and sign the form to validate it. Your exemption for 2018 expires February 15, 2019. See Pub. 505, Tax Withholding and Estimated Tax, to learn more about whether you qualify for exemption from withholding.

General Instructions

If you aren't exempt, follow the rest of these instructions to determine the number of withholding allowances you should claim for withholding for 2018 and any additional amount of tax to have withheld. For regular wages, withholding must be based on allowances you claimed and may not be a flat amount or percentage of wages.

You can also use the calculator at www.irs.gov/W4App to determine your tax withholding more accurately. Consider using this calculator if you have a more complicated tax situation, such as if you have a working spouse, more than one job, or a large amount of nonwage income outside of your job. After your Form W-4 takes effect, you can also use this calculator to see how the amount of tax you're having withheld compares to your projected total tax for 2018. If you use the calculator, you don't need to complete any of the worksheets for Form W-4.

Note that if you have too much tax withheld, you will receive a refund when you file your tax return. If you have too little tax withheld, you will owe tax when you file your tax return, and you might owe a penalty.

Filers with multiple jobs or working spouses. If you have more than one job at a time, or if you're married and your spouse is also working, read all of the instructions including the instructions for the Two-Earners/Multiple Jobs Worksheet before beginning.

Nonwage income. If you have a large amount of nonwage income, such as interest or dividends, consider making estimated tax payments using Form 1040-ES, Estimated Tax for Individuals. Otherwise, you might owe additional tax. Or, you can use the Deductions, Adjustments, and Other Income Worksheet on page 3 or the calculator at www.irs.gov/ W4App to make sure you have enough tax withheld from your paycheck. If you have pension or annuity income, see Pub. 505 or use the calculator at www.irs.gov/W4App to find out if you should adjust your withholding on Form W-4 or W-4P.

Nonresident alien. If you're a nonresident alien, see Notice 1392, Supplemental Form W-4 Instructions for Nonresident Aliens. before completing this form.

Specific Instructions

Personal Allowances Worksheet

Complete this worksheet on page 3 first to determine the number of withholding allowances to claim.

Line C. Head of household please note: Generally, you can claim head of household filing status on your tax return only if you're unmarried and pay more than 50% of the costs of keeping up a home for yourself and a qualifying individual. See Pub. 501 for more information about filing status.

Line E. Child tax credit. When you file your tax return, you might be eligible to claim a credit for each of your qualifying children. To qualify, the child must be under age 17 as of December 31 and must be your dependent who lives with you for more than half the year. To learn more about this credit, see Pub. 972, Child Tax Credit. To reduce the tax withheld from your pay by taking this credit into account, follow the instructions on line E of the worksheet. On the worksheet you will be asked about your total income. For this purpose, total income includes all of your wages and other income, including income earned by a spouse, during the year.

Line F. Credit for other dependents.

When you file your tax return, you might be eligible to claim a credit for each of your dependents that don't qualify for the child tax credit, such as any dependent children age 17 and older. To learn more about this credit, see Pub. 505. To reduce the tax withheld from your pay by taking this credit into account, follow the instructions on line F of the worksheet. On the worksheet, you will be asked about your total income. For this purpose, total income includes all of

Separate here and give Form W-4 to your employer. Keep the worksheet(s) for your records.

W-4

Employee's Withholding Allowance Certificate

OMB No. 1545-0074

	nent of the Treasury Revenue Service			per of allowances or exemption from with be required to send a copy of this form	•	2018
1	Your first name a	and middle initial	Last name		2 Your social se	curity number
	Home address (r	number and street or rural route)		3 Single Married Ma Note: If married filing separately, check	,	at higher Single rate. nold at higher Single rate."
	City or town, stat	e, and ZIP code		4 If your last name differs from that s check here. You must call 800-7	-	· · · —
5	Total number	of allowances you're clain	ning (from the applicabl	e worksheet on the following pages	s)	5
6	Additional am	nount, if any, you want with	held from each payche	ck		6 \$
7	• Last year I I	had a right to a refund of a l	II federal income tax wit	meet both of the following condition the held because I had no tax liability, because I expect to have no tax liability.	and	n.
	If you meet b	ooth conditions, write "Exe	empt" here	▶	7	
Under	penalties of per	jury, I declare that I have exa	amined this certificate an	d, to the best of my knowledge and be	lief, it is true, cor	rect, and complete.
•	oyee's signatur form is not valid	e unless you sign it.) ►			Date ►	

Form **W-4** (2018)

10 Employer identification number (EIN)

8 Employer's name and address (Employer: Complete boxes 8 and 10 if sending to IRS and complete boxes 8, 9, and 10 if sending to State Directory of New Hires.)

9 First date of employment

Print / Nombre

BREDA COMPANY, INC. A DBE Rebar Installation Specialist

6830 N. Eldridge Pkwy. #505 - Houston, Texas 77041 Phone (713) 937-9270 Fax (713) 937-6732

NOTICE DISTRIBUTION

I have received the Notice to Employees Con	cerning Workers' Compensation, the Notice of Injured
Employee Rights, Responsibilities in the Tex	as Workers' Compensation System, and Breda Company,
Inc.'s EEO Policy, and new health insurance	marketplace coverage options and your health coverage.
Yo he recibido el Aviso sobre compensacion	para trabajadores en Tejas, Aviso de derechos de empleador
lesionados, Responsabilidades en el Sistema	de Compensación para Trabajadores de Texas, y Política de
EEO de Breda Company, Inc., y nuevas opcie	ones de cobertura de mercado de seguros de salud y su
cobertura de salud.	
Signature / Firma	Date / Fecha

New Health Insurance Marketplace Coverage Options and Your Health Coverage

Form Approved OMB No. 1210-0149 (expires 5-31-2020)

PART A: General Information

When key parts of the health care law take effect in 2014, there will be a new way to buy health insurance: the Health Insurance Marketplace. To assist you as you evaluate options for you and your family, this notice provides some basic information about the new Marketplace and employment-based health coverage offered by your employer.

What is the Health Insurance Marketplace?

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare private health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away. Open enrollment for health insurance coverage through the Marketplace begins in October 2013 for coverage starting as early as January 1, 2014.

Can I Save Money on my Health Insurance Premiums in the Marketplace?

You may qualify to save money and lower your monthly premium, but only if your employer does not offer coverage, or offers coverage that doesn't meet certain standards. The savings on your premium that you're eligible for depends on your household income.

Does Employer Health Coverage Affect Eligibility for Premium Savings through the Marketplace?

Yes. If you have an offer of health coverage from your employer that meets certain standards, you will not be eligible for a tax credit through the Marketplace and may wish to enroll in your employer's health plan. However, you may be eligible for a tax credit that lowers your monthly premium, or a reduction in certain cost—sharing if your employer does not offer coverage to you at all or does not offer coverage that meets certain standards. If the cost of a plan from your employer that would cover you (and not any other members of your family) is more than 9.5% of your household income for the year, or if the coverage your employer provides does not meet the "minimum value" standard set by the Affordable Care Act, you may be eligible for a tax credit.¹

Note: If you purchase a health plan through the Marketplace instead of accepting health coverage offered by your employer, then you may lose the employer contribution (if any) to the employer-offered coverage. Also, this employer contribution —as well as your employee contribution to employer-offered coverage— is often excluded from income for Federal and State income tax purposes. Your payments for coverage through the Marketplace are made on an after-tax basis.

How Can I Get More Information?

For more information about your coverage offered by your employer, please check your summary plan description or contact Daniel O'Brien - 713-937-9270 or hr@bredacompanyinc.com

The Marketplace can help you evaluate your coverage options, including your eligibility for coverage through the Marketplace and its cost. Please visit **HealthCare.gov** for more information, including an online application for health insurance coverage and contact information for a Health Insurance Marketplace in your area.

An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs.



Employee Acknowledgment of Workers' Compensation Network

I have received information that informs me how to get health care under my employer's workers' compensation insurance.

If I am hurt on the job and live in a service area described in this packet, I understand that:

- I must choose a treating doctor from the list of doctors in the network. Or, I may ask my HMO primary care physician to agree to serve as my treating doctor. If I select my HMO primary care physician as my treating doctor, I will call Texas Mutual Insurance Company at (844) 867-2338 to notify them of my choice.
- I must go to my treating doctor for all health care for my injury. If I need a specialist, my treating doctor will refer me to a specialist. If I need emergency care, I may go anywhere.
- Texas Mutual will pay the treating doctor and other network providers for the treatment for my compensable injury.
- I may have to pay the bill if I get health care from someone other than a network doctor without prior network approval.

Knowingly making a false workers' compensation claim may lead to a criminal investigation that could result in criminal penalties such as fines and imprisonment.

Signature		Date	Printed name	
I live at:				
	Street address			
	City	State	Z	Zip code
Name of 6	employer: <u>Breda Company,</u>	Inc.		
Name of	network: WorkWell, TX			
To the	employer:			
II	nployee must sign this form he time an injury occurs. Pl npleted.	9	. •	
✓ Initia	ating the network program all employee notification (nery notification (Date of injur	w hire))	
Keep thi	s completed form in the en	nployee's personnel	file. It could be req	uested by Texas Mutual.

LB-1234-1708 • ©2017 Texas Mutual Insurance Company