



Employment Application

PERSONAL INFORMATION

NAME (LAST NAME FIRST)		SOCIAL SECURITY #	
PRESENT ADDRESS	CITY	STATE	ZIP CODE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE
PHONE NO.	REFERRED BY		

EMPLOYMENT DESIRED

POSITION	DATE YOU CAN START	SALARY DESIRED
EVER APPLIED TO THIS COMPANY BEFORE	YES NO	WHERE? WHEN?
DO YOU HAVE THE LEGAL RIGHT TO WORK PERMANENTLY IN THE US?	YES NO	IF NO, EXPLAIN

EDUCATION

NAME AND LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE	SUBJECT STUDIED
GRAMMAR SCHOOL			
HIGH SCHOOL			
COLLEGE			
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL			

FORMER EMPLOYERS

(LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)

DATE	NAME & ADDRESS	SALARY	SALARY	POSITION	REASON FOR LEAVING
FROM					
TO					
PHONE NO.	MAY WE MAKE INQUIRIES WITH THIS EMPLOYER?				YES NO
FROM					
TO					
PHONE NO.	MAY WE MAKE INQUIRIES WITH THIS EMPLOYER?				YES NO
FROM					
TO					
PHONE NO.	MAY WE MAKE INQUIRIES WITH THIS EMPLOYER?				YES NO
FROM					
TO					
PHONE NO.	MAY WE MAKE INQUIRIES WITH THIS EMPLOYER?				YES NO

BACKGROUND			
HAVE YOU EVER BEEN DISCHARGED FROM A JOB FOR ABSENTEEISM, TARDINESS OR OTHER ATTENDANCE REASONS?	YES NO	IF YES, EXPLAIN	
HAVE YOU EVER BEEN WARNED OR DISCHARGED FOR SEXUAL HARASSMENT, FIGHTING OR RELATED OFFENSES?	YES NO	IF YES, EXPLAIN	
HAVE YOU EVER BEEN DISCHARGED FOR VIOLATING COMPANY SAFETY RULES?	YES NO	IF YES, EXPLAIN	
HAVE YOU EVER BEEN INJURED ON A JOB?	YES NO	IF YES, EXPLAIN	
HAVE YOU EVER BEEN ARRESTED?	YES NO	IF YES, EXPLAIN	
HAVE YOU EVER BEEN CONVICTED OF A CRIME?	YES NO	IF YES, HOW MANY?	
DO YOU HAVE ANY POINTS ON YOUR LICENSE?	YES NO	IF YES, EXPLAIN	
HAVE YOU EVER HAD YOUR LICENSE REVOKED?	YES NO	IF YES, EXPLAIN	
DO YOU USE ANY DRUGS OR PRESCRIPTION MEDICATIONS?	YES NO	IF YES, EXPLAIN	

DRIVING INFORMATION		
DRIVERS LICENSE #		
VIOLATIONS	TYPE	POINTS
VIOLATIONS	TYPE	POINTS

MILITARY	
SUBJECTS OF SPECIAL STUDY / RESEARCH WORK OR SPECIAL TRAINING SKILLS	
US MILITARY OR NAVAL SERVICE	RANK

TOOLS	
MECHANICS & INSTALLERS - DO YOU OWN ANY OF THE TOOLS BELOW? PLACE AN (X) BY THE ITEMS LISTED BELOW	
TORCH SET (____)	ACETYLENE BOTTLES (____) OXYGEN BOTTLES (____) NITROGEN SETUP (____)
SAWZALL (____)	DRILL (____) EXTENSION CORD (____) TUBING CUTTER (____)
DUCT CUTTING TOOLS	RED 1 1/2" (____) RED 1" (____) DUCT SQUARE (____) STAPLE GUN (____)
	BLUE 1 1/2" (____) BLUE 1" (____) DUCT KNIFE (____) PANDUIT TOOL (____)
VACUUM PUMP (____)	R22 MANIFOLD GAUGES (____) R410A MANIFOLD GAUGES (____)
VOLT/AMP METER (____)	SLING PSYCHROMETER (____)

