

Employment Application**Applicant Information**Full Name: _____ Date: _____
*Last First M.I.*Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: _____

Position Applied for: _____

Are you at least 18 years of age? **Yes** **No** If you are under 18 years of age, please state your age: _____What type of work are you available for? **Full-Time** **Part-Time** **Temporary** Are you a citizen of the United States? **Yes** **No** If no, are you authorized to work in the United States? **Yes** **No** Have you ever worked for Jim's Electric? **Yes** **No** If yes, when and how long? _____Have you ever applied to Jim's Electric before? **Yes** **No** If yes, when? _____Have you ever had a DUI? **Yes** **No**

If yes, explain: _____

Have you ever been convicted of a felony? **Yes** **No**
(A felony conviction may not automatically exclude you from consideration)

If yes, please explain: _____

Do you have a valid driver's license? **Yes** **No**

Driver's License Number: _____ Issue Date: _____ Expiration Date: _____

What is your means of transportation to work? _____

Operator: _____ Commercial (CDL): _____

Have you had any accidents in the past three years? **Yes** **No** If yes, how many? _____Have you had any moving violations during the past three years? **Yes** **No** If yes, how many? _____What experience or skills qualify you to work here?

_____The normal working hours of the company vary and encompass different shifts, including Saturdays. Without indicating the need for any absences for religious practices during the normal working hours, are you otherwise available to work during these hours? **Yes** **No**



Education

High School: _____ Address: _____

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

College: _____ Address: _____

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

Other: _____ Address: _____

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

OSHA Certification

OSHA 10 **OSHA 30**

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? **Yes** **No**

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? **Yes** **No**

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? **Yes** **No**

References

Please list three professional references.

Full Name: _____ Relationship: _____
 Company: _____ Phone: _____
 Address: _____

Full Name: _____ Relationship: _____
 Company: _____ Phone: _____
 Address: _____

Full Name: _____ Relationship: _____
 Company: _____ Phone: _____
 Address: _____

Current Qualifications

Qualification Title: _____ From: _____ To: _____
 Institution: _____ Training Provider: _____
 Notes: _____

Qualification Title: _____ From: _____ To: _____
 Institution: _____ Training Provider: _____
 Notes: _____

Qualification Title: _____ From: _____ To: _____
 Institution: _____ Training Provider: _____
 Notes: _____

Are you currently undertaking study/training? **Yes** **No**

If yes, course/program name: _____

Is it: **Full-Time** **Part-Time**

Have you served an apprenticeship? **Yes** **No**

If yes, how many years? _____

Trade: _____

Did anyone refer you to us? **Yes** **No** **If yes, who?** _____

Category

Please check off the level of experience/education you currently have:

Helper Electrician 1 Year Apprentice 2 Year Apprentice 3 Year Apprentice
 4 Year Apprentice Journeyman Foreman

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

The information requested is to help us make the best possible placement within Jim's Electric, Inc. All portions of this application pertaining to you must be completed. We appreciate the time you spent in filling this application form. Jim's Electric, Inc., in accordance with the state and federal laws, does not discriminate on the basis of age, race, sex, religion, color, national origin, physical or mental disability or union affiliation.

Note: If after thirty (30) days from the date of this employment application you have not been contacted by the company and you still desire to be considered for a position with Jim's Electric, Inc., you must submit a new employment application for a vacant position.

Please read the language below carefully. Should you have any questions regarding this language, please seek assistance to signing this document.

I certify that the information contained in this application is true, accurate and complete. I understand that falsification of this employment application in any detail may result in disqualification from further consideration, or if hired, immediate dismissal without notice from employment. As a condition of employment application, including but not limited to contracting any of the aforementioned employers, supervisors and references. I agree to indemnify and save harmless the company from and against any liabilities, claims, attorney fees, costs, causes of action or other liability arising directly or indirectly from, or associated with this employment application.

I agree to confirm to the rules and regulations of the company, and I understand that my employment and compensation can be terminated with or without cause, at any time, and the option of either the company or myself. I further understand that no personnel recruiter or interviewer or other representation of the company, other than its president has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

Signature: _____ Date: _____