

# APPLICATION FOR EMPLOYMENT



PLUMBING, HEATING & AIR CONDITIONING

## PERSONAL INFORMATION

Date _____				
Name _____				
Last	First	Middle	Maiden	
Present address _____				
Number	Street	City	State	Zip
How long _____		If under 18, please list age _____		
Telephone (____) _____		E-mail _____		

## EMPLOYMENT DESIRED

Position(s) applied for _____	Days/hours available to work: _____
Salary desired _____	
How many hours can you work weekly? _____	Can you work evenings? _____
Employment desired <input type="checkbox"/> FULL-TIME ONLY <input type="checkbox"/> PART-TIME ONLY <input type="checkbox"/> FULL- OR PART-TIME	

## EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	YEARS COMPLETED	MAJOR & DEGREE
High School				
College Business or Trade School Professional or Graduate School				

Are you currently employed?  Yes    No

May we contact your present employer?  Yes    No

Have you ever been convicted of a felony?  Yes    No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. \_\_\_\_\_

Have you ever been in the armed forces?  Yes    No

If hired, can you provide proof of U.S. citizenship or proof of your legal right to live and work in this county?  Yes    No

Have you ever been employed with this company?  Yes    No  
 If yes, when? \_\_\_\_\_

Do you have any friends or relatives employed by this company?  Yes    No

If yes, please provide their names and relationship to you. \_\_\_\_\_

Are you able to perform the essential duties of the job for which you are applying?  Yes    No

If not, please describe the functions or duties you are unable to perform. \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of Employer	Name of last supervisor	Employment dates	Pay or salary
Address		From	Start
City, State, Zip		To	Final
Phone number	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

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