

Employment Application

Print Name _____ Date _____
Last First Middle

All applicants will receive consideration for employment without regard to race, color, sex, national origin, religion, age, marital status, physical or mental disability, veteran status, or any other prohibited criterion.. **Classic City Mechanical, Inc.** offers equal employment opportunity and treatment to all employees and applicants for employment.

Position(s) applied for _____

Phone _____ Other Phone _____ Social Sec. No. _____
Where you can be located

Present address _____
No. Street City State Zip

Previous address _____
No. Street City State Zip

Do you have adequate transportation to work? Yes _____ No _____

Do you have any relatives working for this company? Yes _____ No _____

Does your immigration status permit you to accept employment lawfully, immediately, and indefinitely? Yes ___ No ___
If not, what must be done in order for you to accept or continue the proposed employment lawfully?

Have you been convicted of, or pled guilty, no contest to, or received deferred adjudication for a felony or misdemeanor?

Yes _____ No _____ If yes, describe in full (use additional paper if necessary): _____

(A conviction, plea of guilty or no contest, or deferral is not an automatic bar to employment; all circumstances will be considered.)

Record of Previous Employment

Present Employer _____ Kind of Business _____
(or most recent) _____
Address _____
City _____ State & Zip _____ Phone _____
Starting date _____ Starting title _____ Starting earnings _____
Present date _____ Present title _____ Present earnings _____
Starting duties _____
Present duties _____
Last immediate supervisor's name and title _____
What did you like BEST about this job? _____
What did you like LEAST about this job? _____
Reason for leaving _____
May we contact your present employer now without jeopardizing your position? _____

Previous Employer _____ Kind of Business _____
Address _____
City _____ State & Zip _____ Phone _____
Starting date _____ Starting title _____ Starting earnings _____
Leaving date _____ Leaving title _____ Leaving earnings _____
Starting duties _____
Leaving duties _____
Last immediate supervisor's name and title _____
What did you like BEST about this job? _____
What did you like LEAST about this job? _____
Reason for leaving _____

If more than two previous employers, list others here:

Dates From To	Company and Address	Position or Type of Work	Salary or Wage	Reason for Leaving
-				
-				
-				

Please explain fully any gaps in your employment history. _____

What special skills & qualifications do you have? _____

What machines or equipment can you operate? _____

Educational Record

School	Date	Name of School	City	Major Course or Subject	Did you graduate?
High School					
College or University	From To				
Other					

References

(Not employers or relatives -- At least two)

Name _____ Address _____ Occupation _____ Phone _____

Name _____ Address _____ Occupation _____ Phone _____

Drivers License: State _____ License No. _____ Type _____ Expiration Date _____

In Case of Emergency, Notify: Name _____ Relationship _____

Address: _____

Phone: (_____) _____

Occasionally the form of an application makes it difficult for an individual to adequately summarize his/her complete background. To assist us in finding the proper position for you in our company, use the space below or on a separate sheet of paper to summarize any additional information necessary to describe your full qualifications.

PLEASE READ CAREFULLY BEFORE SIGNING
Applicant's Certification and Agreement

I hereby certify that the information I have provided on this application (and any other document I have provided) is true, correct, and complete. I understand that any falsification, misrepresentation or omission in this application or hiring process will be sufficient grounds for rejection of the application or termination of employment without notice at any time hereafter. I understand that, as part of the pre-employment process, an investigative consumer report may be obtained by the company, including information as to my character, general reputation, personal characteristics and mode of living. Upon my written request, within a reasonable time from the date of this application, additional information as to the nature and scope of the investigation and report, if any, will be provided. I hereby release all persons furnishing information in connection with the investigative consumer report from liability or damages incurred as a result of such an inquiry and furnishing of this information.

I hereby authorize any and all schools, former employers, references, courts, and any others who have information about me to provide such information to the company and/or any of its representatives, agents, or vendors, and I release all parties involved from any and all liability for any and all damage that may result from providing such information.

I understand that if offered a position, I will be required to submit to a pre-employment drug screening and back ground check. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already employed.

In consideration for employment by the company, if employed, I agree to conform to the rules, regulations, policies and procedures of the company at all times and understand that such obedience is a condition of employment.

If employed, I understand that I retain my normal right to terminate any employment relationship with a two week notice, and I understand that the company retains the right to terminate my employment at any time for just cause.

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO THE ABOVE STATEMENTS.

Applicant's Signature