

EMPLOYMENT APPLICATION

FOR

Apex Electric Inc

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

(PLEASE PRINT INFORMATION IF NOT TYPING ONLINE)

Position(s) Applied For	Date of Application		
How did you Learn About Us?			
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Friend	<input checked="" type="checkbox"/> Walk-In	<input type="checkbox"/> Web Site
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative	<input type="checkbox"/> Other	

Last Name	First Name	Middle Name			
Address	Number	Street	City	State	Zip Code
Telephone Number(s)			Social Security Number		

Have you ever filed an application with us before? Yes No
If yes please give date.

Have you ever been employed with us before? Yes No
If yes please give date.

Are you currently employed? Yes No

May we contact your present employer? Yes No

On what date would you be available for work?

Are you available to work: Full Time Part Time Shift Work Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Do you have a Journeyman or Apprentice Card? Yes No
If so, what is the year & status?

Are you willing to take a drug test? Yes No

Can you travel if a job requires it? Yes No

Have you ever been convicted of a felony? Yes No
If yes please explain

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Employment Experience

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, handicap or other protected status.

Employer		Dates From	Employed To	WORK PERFORMED
Address				
Telephone Number(s)		Hourly Rate Starting	Salary Final	
Job Title	Supervisor			
Reason For Leaving				
Employer		Dates From	Employed To	WORK PERFORMED
Address				
Telephone Number(s)		Hourly Rate Starting	Salary Final	
Job Title	Supervisor			
Reason For Leaving				
Employer		Dates From	Employed To	WORK PERFORMED
Address				
Telephone Number(s)		Hourly Rate Starting	Salary Final	
Job Title	Supervisor			
Reason For Leaving				
Employer		Dates From	Employed To	WORK PERFORMED
Address				
Telephone Number(s)		Hourly Rate Starting	Salary Final	
Job Title	Supervisor			
Reason For Leaving				

If you need additional space, please continue on a separate sheet of paper.

List professional, trade, business or civic activities and offices held. You may exclude membership, which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.

Additional Information

Education

	Name and Address Of School	Course of Study	Years Completed	Diploma Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Other Qualifications

Describe any specialized training, apprenticeship, skills and extra-curricular activities. If you need additional space, please continue on a separate sheet of paper.

References

1. Name:	Phone:
Address:	
2. Name:	Phone:
Address:	
3. Name:	Phone:
Address:	

AUTHORIZATION FOR RELEASE

Full Name:	Date of Birth:	
Social Security Number:	Drivers License Number:	State of Issue:

I voluntarily and knowingly authorize any present employer or supervisor, past employer or supervisor, college, university or other institution of learning, administrator, law enforcement agency, state agency, federal agency, finance bureau/office, credit bureau, collection agency private business, military branch or the National Personnel Records Center, personal reference, and/or other persons, to give records of information they may have concerning my criminal history, motor vehicle history, earnings history, credit history, health, character, and employment records or any other information requested to Apex Electric Inc or any other Apex Electric Inc agent. I voluntarily and knowingly unconditionally release any named or unnamed informant from any and all liability resulting from the furnishing of this information. This authorization shall be valid one year from the date signed and a photographic or faxed copy of the authorization shall be as valid as the original.

As a part of our normal procedure for processing any applications an investigative consumer report may be obtained. This report typically includes information on an applicant's character, general reputation, personal characteristics and mode of living. Further information on the nature and scope of such a report, if one is obtained, is available to you upon written request.

According to the FAIR CREDIT REPORTING ACT, I am entitled to know if employment is denied because of information obtained from a Consumer Reporting Agency. I will be so advised and be given the name of the agency of source of information.

_____ ____/____/____
Signature Date

This page must be printed, signed and mailed.

Prospective New Employees

Please answer the following questions to the best of your ability.
If you need additional space, please continue on a separate sheet of paper.

1. What are your 3 most competent skills in this field?

2. What is the responsibility of a Journeyman Electrician?

3. What is the responsibility of an Apprentice Electrician?

4. What do you want from your next job that you do not have in your current/previous position?

5. What do you expect from Apex Electric Inc?

6. What do you have to offer Apex Electric Inc?

7. What satisfaction do you get from your jobs?

8. If you found a \$20.00 bill, what would you do?

9. What would you like to be doing in 5 years? Are you a career electrician or do you have other goals in mind?

10. Are you willing to take a small installation test to complete your job application?
Yes No

11. Do you have a criminal record?
Yes No

12. Whose fault is it when you're late to work, yours for getting up late, or your spouses for not setting the alarm clock like you had asked?

13. Do you enjoy change or just tolerate it?

14. Do you have any handicaps that could affect the performance of a particular aspect of the job your applying for? i.e.: are you colorblind to the extent you could not distinguish one color wire from another?

15. Are you a self-starter or do you prefer to wait for direction from your lead person?

16. Have you ever been in a position where you had to lead a job? How did you handle it? If there were issues that came up, how did you deal with them?

Notice:

Any and **all information** you may gain (including but not limited to customer lists, pricing, confidential security information etc.) during the hiring process or while employed by Apex Electric Inc **is considered proprietary and confidential and you hereby agree to keep this information confidential**. Violations of this confidentiality will be prosecuted to the full extent of the law.

Upon your application being accepted **you also agree to a criminal background check, drug testing, and or a credit check.**