

APPLICATION FOR EMPLOYMENT

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

Position(s) Applied For		Date of Application
Last Name	First Name	Middle Initial
Mailing Address		
City	State	Zip Code
Phone Number(s)	Social Security Number	

Best time to contact you? _____ (AM/PM)

If you are under 18 years of age, can you provide required proof of your eligibility to work? (Yes/No) _____

Have you ever filed an application with us? (Yes/No) _____ If yes, give date. _____

Have you ever been employed with us? (Yes/No) _____ If Yes, give date. _____

Do any of your friends or relatives work here? (Yes/No) _____

If Yes, state name and relationship _____

Are you currently employed? (Yes, No) _____

May we contact your present employer (Yes/No) _____

If Yes, provide a contact name and phone number. _____

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? (Yes/No) _____ (Proof of citizenship or immigration status will be required upon employment).

Date available for work ____/____/____ What is your desired salary range? \$____/hour

Are you available for work: Full Time Part Time Temporary

(For Part Time or Temporary work, please indicate available dates and times. All Electric is open Monday – Friday 8:00 a.m. to 5:00 p.m.) _____

Are you currently on “lay-off” status and subject to recall? (Yes/No) _____

Can you travel if a job requires it? (Yes/No) _____

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EDUCATION

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

WORK 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, disabilities or other protected status.

Employer	Dates Employed From: ____/____/____ To: ____/____/____	Work Performed
Address	Hourly Rate/Salary Starting: \$_____ Final: \$_____	
Telephone Number(s)		
Starting /Present Job Title		
Supervisor	May We Contact? (Yes/No)	
Reason for Leaving		

Employer	Dates Employed From: ____/____/____ To: ____/____/____	Work Performed
Address	Hourly Rate/Salary Starting: \$_____ Final: \$_____	
Telephone Number(s)		
Starting /Present Job Title		
Supervisor	May We Contact? (Yes/No)	
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Reason for Leaving		

Comments: Include explanation of any gaps in employment.

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job-related training received in the United States military.

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:

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Additional Information

Other Qualifications (Summarize special job-related skills and qualifications acquired from employment or other experience.)

Specialized Skills (Skills/Equipment Operated)

State any additional information you feel may be helpful to us in considering your application.

- Note to Applicants:
- DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.
- Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job or occupation for which you have applied? A review of the activities involved in such a job or occupation has been given. (Yes/No) _____

PERSONAL/PROFESSIONAL REFERENCES (Do not include family members or past supervisors.)

Name	Phone Number(s)	Best Time to Call	Occupation
1.			
2.			

APPLICANT'S STATEMENT AND SIGNATURE

- I certify that answers given herein are true and complete.
- I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.
- This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.
- I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with All Electric Co., Inc. is of an “at will” nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this “at will”: employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of All Electric Co., Inc.
- In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Employer.

APPLICANT SIGNATURE