

APPLICATION FOR EMPLOYMENT

Northwest Plumbing & Mechanical Inc.

2400 Leona Mitchell Blvd.
Enid, OK 73701
Office 580-233-0225 Fax 580-233-0255
nwplumbingmech@sbcglobal.net
Equal Opportunity Employer

GENERAL

NAME _____

ADDRESS _____

TELEPHONE HOME _____ SOC. SECURITY # _____
CELL _____

DATE AVAILABLE FOR EMPLOYMENT _____

IF EMPLOYED AND UNDER 18, CAN YOU FURNISH A WORK PERMIT?

☐ YES ☐ NO

Have you ever been employed by this company?

☐ YES ☐ NO

If yes, when? _____

Are you employed now?

☐ YES ☐ NO

May we contact your present employer?

☐ YES ☐ NO

If yes, give name: _____

Are you prevented from lawfully becoming employed in this country because
visa or immigration status?

☐ YES ☐ NO

Type of work desired: _____

If applying for a position where driving is required- do you have a valid
driver's license for this state?

☐ YES ☐ NO

License# _____

Can you perform the essential functions of the job(s) for which you are applying?

☐ YES ☐ NO

Are you available to work FULL-TIME PART-TIME OVER-TIME

Have you been convicted of a felony?

☐ YES ☐ NO

(please note that a "yes" answer will not bar you from consideration for employment)

If yes, please explain: _____

This company is an equal employment opportunity employer. All applicants will be considered without regard to age, race, national origin, religion, gender, physical or mental disability, or other protected classifications in accordance with applicable federal and state equal employment opportunity laws. This company will strive to accommodate any physical or mental limitations of employees or applicants in order to accomplish the essential functions of the job.

EDUCATION

	<u>ELEMENTARY</u>	<u>SECONDARY</u>	<u>COLLEGE</u>	<u>GRADUATE</u>
SCHOOL NAME & ADDRESS	_____	_____	_____	_____
YEARS COMPLETED	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Course of Study	_____			

SPECIAL SKILLS, QUALIFICATIONS AND CONSIDERATIONS:

Summarize special skills and qualifications, volunteer activities, military experience, employment or other activities related to the job you are seeking.

REFERENCES:

List three (3) non-relatives who are familiar with your qualifications and actual work history and ability.

<u>Name</u>	<u>Occupation/Relationship</u>	<u>Telephone Number</u>	<u>Years Known</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMPLOYMENT EXPERIENCE

Employer _____ Supervisor's Name _____
Address _____ Your Job Position _____
Telephone # _____ Employed from _____ (mo/yr) to _____ (mo/yr)
Your Salary: Starting/Ending _____ Duties _____
What did you like most about your job? _____

Reason for leaving: _____

Employment Experience (continued)

Employer _____ Supervisor's Name _____
Address _____ Your Job Position _____
Telephone Num. _____ Employed from _____ (mo/yr) to _____ (mo/yr)
Your Salary: Starting/Ending _____ Duties _____
What did you like most about your job? _____

Reason for leaving: _____

Employer _____ Supervisor's Name _____
Address _____ Your Job Position _____
Telephone Num. _____ Employed from _____ (mo/yr) to _____ (mo/yr)
Your Salary: Starting/Ending _____ Duties _____
What did you like most about your job? _____

Reason for leaving: _____

Employer _____ Supervisor's Name _____
Address _____ Your Job Position _____
Telephone Num. _____ Employed from _____ (mo/yr) to _____ (mo/yr)
Your Salary: Starting/Ending _____ Duties _____
What did you like most about your job? _____

Reason for leaving: _____

Employer _____ Supervisor's Name _____
Address _____ Your Job Position _____
Telephone Num. _____ Employed from _____ (mo/yr) to _____ (mo/yr)
Your Salary: Starting/Ending _____ Duties _____
What did you like most about your job? _____

Reason for leaving: _____

**PLEASE READ THE FOLLOWING STATEMENTS CAREFULLY BEFORE SIGNING
THIS APPLICATION. ONLY THOS APLICATIONS THAT ARE SIGNED AND
DATED ARE CONSIDERED VALID. IF YOU HAVE ANY QUESTIONS REGARDING
THIS STATEMENT, PLEASE ASK THEM BEFORE SIGNING.**

I certify that all answers and statements I have made on this application (and resume or other supplementary materials) are true and complete without omissions. By signing below, I authorize Northwest Plumbing and Mechanical Inc. to investigate all statements contained in this employment application as they may deem necessary in arriving at an employment decision. I understand that any false information provided by me will likely result in a refusal to hire or immediate discharge if I am employed. I authorize any of the persons or organizations named in this application to give you complete information and records regarding my employment, education, character and qualifications.

If hired I will be responsible for familiarizing myself with all rules and regualtions of Northwest Plumbing and Mechanical Inc. as they presently exist or are later modified. *If hired, I understand my employment can be terminated, at the discretion of Northwest Plumbing and Mechanical Inc. or at my option without notice, at any time and for any reason.*

I also understand that no representative of Northwest Plumbing and Mechanical Inc. has any authority to enter into any employment agreement for any specified period of time, or to assure me of any future position, benefits, or terms and conditions of employment, except as specifically stated in a current written agreement signed by the President.

I understand this application is not an offer of employment and no promises or representations of employment have been made to me at this time.

I have read, understand, and agree with the above.

Signature of Applicant

Date

This application is valid for only ninety (90) days from the date I signed. If I want to be considered for job openings more that ninety (90) days from date signed, I will submit a new application.