

HEAD'S ELECTRIC

2416 E Morgan Ave. Evansville, IN 47714

Ph: 812-858-1116

EMPLOYMENT APPLICATION

Applicants are considered for positions with Head's Electric without regard to race, religion, color, sex, national origin, age, marital or veteran status, non job-related disability or any other legally protected status

(Please Print)

Position Desired _____ Date of Application _____

Are you available to work: Full-Time Part-Time Temporary Seasonal

How did You Learn About Us? _____

Last Name _____ First Name _____ M.I _____ Birthday _____

Street Address _____ City _____ State/Zip _____

Telephone Number _____ Alternate Number _____

Are you legally eligible for employment in the United States?	Yes	No
Are you on layoff and subject to recall?	Yes	No
Will you work overtime if required?	Yes	No
Will you agree to a "Post Employment Offer Physical"	Yes	No
Are you currently employed?	Yes	No
May we call you at work if necessary?	Yes	No

Are you over 18? _____ Telephone Number _____ Yes No
Have you completed an application here before? _____ Yes No

If "YES", when? _____

Have you been employed here before _____ Yes No
If "YES", when? _____

Do you have a driver's license and own a vehicle Yes No

HEAD'S ELECTRIC IS AN EQUAL OPPORTUNITY EMPLOYER

Have you been convicted of a felony within the last 7 years? If yes, please explain below: Yes No
 (you will not be denied a job solely because of a conviction unless the conviction is related to the job for which you have applied)

LIST PREVIOUS EMPLOYMENT BELOW (Start with current/most recent employer- explain any gaps)

Name and address of Employer	Dates of Employment From _____ To _____
	Final pay rate
	Your job title
Telephone number	Supervisor's name
Your job duties	Reason for leaving
Name and address of Employer	Dates of Employment From _____ To _____
	Final pay rate
	Your job title
Telephone number	Supervisor's name
Your job duties	Reason for leaving
Name and address of Employer	Dates of Employment From _____ To _____
	Final pay rate
	Your job title
Telephone number	Supervisor's name
Your job duties	Reason for leaving

May we contact the employers listed above Yes No

If "NO", list the names of employer(s) not to contact: _____

If you have had any job training in the military, please describe below:

Branch of service _____

List any business, professional, trade or civic organizations and offices held: (You may exclude any information which would reveal age, gender, race, color, religion, ancestry, disability, or other protected status) _____

EDUCATION	Elementary School	High School	Undergraduate College or University	Graduate/ Professional
School name and Location (city/state)				
Years Completed	5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4
Diploma/ Degree				
Describe course of study				
Describe any specialized training, Apprenticeship, Skills, and Extra- Curricular activities				
Describe any honors you have received				
State any additional information you feel may be helpful to us in considering your application				

Copies of Transcripts, Degrees, and/or Licenses will be required

Please list any licenses, special skills, knowledge, or abilities which you believe relevant to the position for which you have applied: _____

REFERENCES

Provide the name, address and telephone number of three (3) character references that you have known for at least one (1) year, and are not related to you.

1. _____
2. _____
3. _____

APPLICANT AGREEMENT AND CERTIFICATION

The information I have provided herein is correct and complete to the best of my knowledge. I understand that if I misrepresent or deliberately leave out a fact in my application, I may be refused employment or, if employed, I may be terminated. I authorize Head's Electric to contact previous employers, except where otherwise noted, for reference and verification of statements made. Head's Electric has my authorization to investigate my medical and personal history for job-related purposes.

I understand and agree that I may be required to take a physical examination as a condition of employment for the purpose of determining my abilities to perform job duties now or in the future. I agree to consent to take such tests at such times as determined by Head's Electric.

Head's Electric is an equal opportunity Employer. No question in this application is used for the purpose of discriminating, limiting or excluding any applicant from consideration for employment on a basis prohibited by Local, State, or Federal law.

I have read and agreed to the conditions stated above: Yes No

Applicant Signature _____ **Date** _____