

A-C Electric Company, Inc.

Application for Employment

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or disability, or any other legally protected status.

Personal Information

Name (Last, First, Middle):

Date:

Home Address:

City:

State:

Zip:

Home Phone:

Business Phone:

Social Security Number:

Can you prove your U.S. Citizenship? Circle one:

Yes

No

If not a U.S. Citizen, give Visa No. and Expiration Date:

Have you ever been convicted of a misdemeanor or felony in any jurisdiction? (Conviction will not necessarily be a bar to employment.) If yes, please attach conviction documentation.

Yes

No

Position You Are Applying For

Title:

Salary desired:

Referred by:

Date you can start:

Are you available to work:

Full Time

Part Time

Are you employed now?

Yes

No

May we contact your present employer?

Yes

No

If driving is a requirement of the job for which you are applying, do you have a current, valid South Carolina Driver's License?

Yes

No

If driving is a requirement of the job for which you are applying, have you received a moving violation within the last three years; or any suspension, revocation, DWI, conviction, or any occurrence involving harm to anyone or property while driving? (This will not necessarily be a bar to employment.)

Yes

No

Education Record

High School (Name, City, State):

Highest Grade Completed:

Graduation Date:

Business or Technical School (Name, City, State):

Dates Attended:

Degree Earned:

Graduate School (Name, City, State):

Dates Attended:

Degree, Subject:

Work History (give information about your last 3 jobs, starting with the most recent)

1-Employer

Dates Employed:

Address:

Phone:

Ending Salary:

Title/Duties:

Manager's Name and Title:

Reason for Leaving:

2-Employer

Dates Employed:

Address:

Phone:

Ending Salary:

Title/Duties:

Manager's Name and Title:

Reason for Leaving:

3-Employer

Dates Employed:

Address:

Phone:

Ending Salary:

Title/Duties:

Manager's Name and Title:

Reason for Leaving:

Special Skills and Qualifications:

Personal References

1-Name: Relationship:

Address: Phone:

2-Name: Relationship:

Address: Phone:

3-Name: Relationship:

Address: Phone:

Please Read and Sign:

I certify that answers given herein are true and complete to the best of my knowledge.

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.

In the event of employment, I understand that false or misleading information given in my application or interview is ground for immediate dismissal. I understand, also, that I am required to abide by all rules and regulations of the employer.

Applicant's Signature:

Date:

Equal Opportunity Employer M / F / V / H

Applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or the presence of a nonjob related medical condition or handicap.

This application will remain in an active file for a period of thirty (30) days after the original application date. Individuals still interested in employment after that date must complete a new application if any are then being accepted.