



RSA ELECTRIC, INC.
ELECTRICAL CONTRACTING SERVICES

33 Powerline Rd.
Boyertown, PA 19512
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w: www.rsaelectricinc.com

Application for Employment

(Please Print Clearly – Complete All Pages)

Position(s) Applying for: _____

Application Date: _____

Personal Information

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Home Phone: _____ Work Phone: _____ ext. _____ Cell Phone: _____

E-mail Address: (if available) _____

How did you hear about our company? _____

Employment Information

Citizenship/Work Status: U.S. Citizen Green Card Holder U.S. Work Permit/Visa
 Canadian Citizen Canadian Work Permit/Visa

Current Employer: (if any) _____

Years of Work Experience (*directly related to the position you are applying for*): _____

Employment Type Desired: Full-Time Part-Time

Desired Compensation: \$ _____ Hourly Annually

Other Compensation Desired: _____

When are you available to start work? _____

Are you a member of any trade unions? _____

Education

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	# OF YEARS COMPLETED	MAJOR/DEGREE
High School				
College/University				
Business or Trade School				
Professional School				

Criminal History

Have you ever been convicted of a felony or misdemeanor (except any minor traffic violations)? No Yes

If yes, please explain and attach any relevant documentation. _____

Drivers License Information

Do you have a valid driver's license? Yes No

Do you have reliable transportation to work (please be specific)? _____

Driver's license number: _____ State of Issue: _____

Operator Commercial (CDL) Chauffeur Do you have a clean driving record? Yes No

List any moving violations and/or accidents from the last 3 years: _____

Military Service

Have you ever been in the armed forces? Yes No Branch: _____

Are you currently a member of the national guard or reserves? Yes No

Specialty _____ Date Entered _____ Discharge Date _____

Work Experience

Please list your work experience for the past 5 years beginning with your most recent job.

If you were self-employed, give firm name. Attach additional sheets if necessary. Attach Resume if applicable.

Name of employer: Address: City, State, Zip: Phone:	Supervisor name:	Employment dates: From: To:	Pay or salary: \$
Job title:		Reason for leaving:	
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer: Address: City, State, Zip: Phone:	Supervisor name:	Employment dates: From: To:	Pay or salary: \$
Job title:		Reason for leaving:	
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer: Address: City, State, Zip: Phone:	Supervisor name:	Employment dates: From: To:	Pay or salary: \$
	Job title:		
	Reason for leaving:		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer: Address: City, State, Zip: Phone:	Supervisor name:	Employment dates: From: To:	Pay or salary: \$
	Job title:		
	Reason for leaving:		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Name of employer: Address: City, State, Zip: Phone:	Supervisor name:	Employment dates: From: To:	Pay or salary: \$
	Job title:		
	Reason for leaving:		
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Electrical Industry Skills

ONLY select the specific skills that you consider yourself to be very knowledgeable about, with a high level of competency.

What types of systems have you worked with? (Select all that apply)

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Access Control | <input type="checkbox"/> Systems | <input type="checkbox"/> Medium Voltage | <input type="checkbox"/> Solid State |
| <input type="checkbox"/> Building Management | <input type="checkbox"/> Fire Systems | <input type="checkbox"/> Overhead Cranes | <input type="checkbox"/> Street & Highway Lighting |
| <input type="checkbox"/> CCTV | <input type="checkbox"/> High Voltage | <input type="checkbox"/> Pneumatic Systems | <input type="checkbox"/> Traffic Signaling |
| <input type="checkbox"/> Climate Control | <input type="checkbox"/> Hydraulic Systems | <input type="checkbox"/> Power Distribution | <input type="checkbox"/> Transistorized Subsystems |
| <input type="checkbox"/> Data | <input type="checkbox"/> Low Voltage | <input type="checkbox"/> Radio-RF | <input type="checkbox"/> Voice/Telecom |
| <input type="checkbox"/> Elevators | <input type="checkbox"/> Manufacturing Equipment | <input type="checkbox"/> Security Systems | |
| <input type="checkbox"/> Emergency Critical Load Distribution | <input type="checkbox"/> Mechanical Systems | <input type="checkbox"/> Signaling Systems | |

What types of wiring have you worked with? (Select all that apply)

- | | | | |
|------------------------------|-------------------------------|-------------------------------|--------------------------------------|
| <input type="checkbox"/> 110 | <input type="checkbox"/> 4160 | <input type="checkbox"/> Cat5 | <input type="checkbox"/> Fiber Optic |
| <input type="checkbox"/> 220 | <input type="checkbox"/> 480 | <input type="checkbox"/> Coax | <input type="checkbox"/> Phone |

What specific parts, accessories, or fixtures have you worked with? (Select all that apply)

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> 3-Way Switches | <input type="checkbox"/> Dimmer Switches | <input type="checkbox"/> Intercoms | <input type="checkbox"/> PLC |
| <input type="checkbox"/> AC | <input type="checkbox"/> Electric Meter | <input type="checkbox"/> Lighting Fixtures – Recessed | <input type="checkbox"/> Relays |
| <input type="checkbox"/> Attic Fans | <input type="checkbox"/> Electrical Switchgear | <input type="checkbox"/> Lighting Fixtures – Surface Mount | <input type="checkbox"/> Service Box |
| <input type="checkbox"/> Ceiling Fans | <input type="checkbox"/> Assemblies | <input type="checkbox"/> Load Centers | <input type="checkbox"/> Transformers |
| <input type="checkbox"/> Circuit Breaker Box | <input type="checkbox"/> Fluorescent Lighting | <input type="checkbox"/> Motor Controls | <input type="checkbox"/> Variable Frequency Drive |
| <input type="checkbox"/> Conduit Pipe | <input type="checkbox"/> Fuse Box | <input type="checkbox"/> Motors | <input type="checkbox"/> Wall Switch |
| <input type="checkbox"/> Conduit Tubing | <input type="checkbox"/> Fuses | <input type="checkbox"/> Outlets | |
| <input type="checkbox"/> Control Panel | <input type="checkbox"/> Generators | <input type="checkbox"/> Panel Boards | |
| <input type="checkbox"/> DC | <input type="checkbox"/> Halogen Lighting | | |

What applications do you have experience with? (Select all that apply)

- | | | | |
|---|--|---|--------------------------------------|
| <input type="checkbox"/> Aircraft | <input type="checkbox"/> Government Projects | <input type="checkbox"/> Marine | <input type="checkbox"/> Residential |
| <input type="checkbox"/> Clean Rooms | <input type="checkbox"/> Hospitals/Medical | <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Industrial | <input type="checkbox"/> Off-Shore | |
| <input type="checkbox"/> Floating Floor | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Public Utilities | |

What Job Functions have you performed? (Select all that apply)

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Activity Reporting | <input type="checkbox"/> Drywall Repair | <input type="checkbox"/> NETA | <input type="checkbox"/> Safety Coordinator |
| <input type="checkbox"/> Activity Tracking | <input type="checkbox"/> Electrical Compatibility | <input type="checkbox"/> OEM | <input type="checkbox"/> Sales – In Home |
| <input type="checkbox"/> Advertising (broadcast) | <input type="checkbox"/> Engineer/PE | <input type="checkbox"/> Operate Power Tools | <input type="checkbox"/> Sales – Retail |
| <input type="checkbox"/> Advertising (online) | <input type="checkbox"/> Estimator | <input type="checkbox"/> Operations Manager | <input type="checkbox"/> Sales – Wholesale |
| <input type="checkbox"/> Advertising (print) | <input type="checkbox"/> Executive | <input type="checkbox"/> P&L | <input type="checkbox"/> Sales – Residential |
| <input type="checkbox"/> Air Hammer Operation | <input type="checkbox"/> Expense Reports | <input type="checkbox"/> Plan-O-Grams/Schematics | <input type="checkbox"/> Sales Management, Area |
| <input type="checkbox"/> ANSI | <input type="checkbox"/> Fabricating | <input type="checkbox"/> Plan/Spec | <input type="checkbox"/> Sales Management, National |
| <input type="checkbox"/> Appliance Installation | <input type="checkbox"/> Facility Manager | <input type="checkbox"/> Planning | <input type="checkbox"/> Sales Management, Regional |
| <input type="checkbox"/> Assembling | <input type="checkbox"/> Field Supervisor | <input type="checkbox"/> Policy/Procedure Development | <input type="checkbox"/> Sales Training Development |
| <input type="checkbox"/> Budgeting | <input type="checkbox"/> Forecasting | <input type="checkbox"/> Power Tools | <input type="checkbox"/> Service |
| <input type="checkbox"/> Building Codes | <input type="checkbox"/> Foreman | <input type="checkbox"/> Prepare Financial Reports | <input type="checkbox"/> Service Agreements |
| <input type="checkbox"/> Business Development | <input type="checkbox"/> General Construction | <input type="checkbox"/> Presentation Preparation | <input type="checkbox"/> Shipping/Receiving |
| <input type="checkbox"/> Call Center Management | <input type="checkbox"/> General Manager | <input type="checkbox"/> Preventative Maintenance | <input type="checkbox"/> Sizing Wires/Cables |
| <input type="checkbox"/> Carpentry | <input type="checkbox"/> Goal Setting | <input type="checkbox"/> Product Demonstration | <input type="checkbox"/> Soldering |
| <input type="checkbox"/> Change Orders | <input type="checkbox"/> IEEE | <input type="checkbox"/> Production | <input type="checkbox"/> Staffing |
| <input type="checkbox"/> Channel Development | <input type="checkbox"/> Inspector | <input type="checkbox"/> Production Specialist | <input type="checkbox"/> Strategic Alliances |
| <input type="checkbox"/> Client Interaction | <input type="checkbox"/> Install Conduit | <input type="checkbox"/> Project Management | <input type="checkbox"/> Superintendent |
| <input type="checkbox"/> Client/Account Management | <input type="checkbox"/> Installation | <input type="checkbox"/> Project Scheduling | <input type="checkbox"/> Supervision |
| <input type="checkbox"/> Cold Calling | <input type="checkbox"/> Installation – New Construction | <input type="checkbox"/> Promotions Development | <input type="checkbox"/> Take-offs |
| <input type="checkbox"/> Commission Development | <input type="checkbox"/> Instructor | <input type="checkbox"/> Proposal Development | <input type="checkbox"/> Team Building |
| <input type="checkbox"/> Computer Literate | <input type="checkbox"/> International | <input type="checkbox"/> Proposal Presentation | <input type="checkbox"/> Telemarketing – Inbound |
| <input type="checkbox"/> Conduit Benders | <input type="checkbox"/> Inventory Control | <input type="checkbox"/> Prospecting/Lead Generation | <input type="checkbox"/> Telemarketing – Outbound |
| <input type="checkbox"/> Connect Wires | <input type="checkbox"/> Journeyman | <input type="checkbox"/> Punch List | <input type="checkbox"/> Territory Management |
| <input type="checkbox"/> Consultative Selling | <input type="checkbox"/> Layout | <input type="checkbox"/> Purchasing | <input type="checkbox"/> Test Meter Operation |
| <input type="checkbox"/> Contract Negotiations | <input type="checkbox"/> Lead Generation | <input type="checkbox"/> Purchase Orders | <input type="checkbox"/> Tracing Short Circuits |
| <input type="checkbox"/> Contract/Proposal Preparation | <input type="checkbox"/> Lead Management | <input type="checkbox"/> Quality Assurance/Control | <input type="checkbox"/> Trainer |
| <input type="checkbox"/> Conventions/Trade Shows | <input type="checkbox"/> Leadership | <input type="checkbox"/> Read Blueprints | <input type="checkbox"/> Troubleshooting |
| <input type="checkbox"/> Customer Service | <input type="checkbox"/> Machine Operator | <input type="checkbox"/> Read Schematics | <input type="checkbox"/> Using Ammeters |
| <input type="checkbox"/> Data Entry | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Report Generation | <input type="checkbox"/> Using Ohmmeters |
| <input type="checkbox"/> Department Forecasting | <input type="checkbox"/> Maintenance – Apartment | <input type="checkbox"/> Reporting | <input type="checkbox"/> Using Oscilloscopes |
| <input type="checkbox"/> Design/Build | <input type="checkbox"/> Manager | <input type="checkbox"/> Research | <input type="checkbox"/> Using Voltmeters |
| <input type="checkbox"/> Designer | <input type="checkbox"/> Manufacturer Rep | <input type="checkbox"/> Rewire Structures | <input type="checkbox"/> Vendor Coordination |
| <input type="checkbox"/> Develop Relationships/Alliances | <input type="checkbox"/> Market Analysis | <input type="checkbox"/> Rough-In | <input type="checkbox"/> Wiring-Connecting |
| <input type="checkbox"/> Dispatching | <input type="checkbox"/> Material Handler | <input type="checkbox"/> Run Wiring in Conduits | <input type="checkbox"/> Wiring-Installation |
| <input type="checkbox"/> Drafting | <input type="checkbox"/> National Electrical Code | <input type="checkbox"/> Run Wiring Underground | <input type="checkbox"/> Wiring-Testing |
| <input type="checkbox"/> Draftsman | <input type="checkbox"/> NEC Standards | <input type="checkbox"/> Sales | |
| <input type="checkbox"/> Driving | <input type="checkbox"/> Negotiate Contracts | <input type="checkbox"/> Safety | |

What Computer related experience do you have? (Select all that apply)

- | | | | |
|-----------------------------------|--|--|-------------------------------------|
| <input type="checkbox"/> ACT | <input type="checkbox"/> Estimation (software) | <input type="checkbox"/> MS Office | <input type="checkbox"/> QuickPen |
| <input type="checkbox"/> Approach | <input type="checkbox"/> MS Access | <input type="checkbox"/> MS PowerPoint | <input type="checkbox"/> SalesLogix |
| <input type="checkbox"/> AutoCad | <input type="checkbox"/> MS Excel | <input type="checkbox"/> MS Word | <input type="checkbox"/> WinSales |

Certifications and Licenses

What Certifications & Licenses do you have? (Select all that apply)

- Apprentice Electrician License Master Electrician License Registered Professional Engineer
 Journeyman Electrician License

Include State and License Numbers for any licenses selected above, if applicable: _____

Other Licenses and Certifications held: _____

Additional Information

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying. If you have a resume, please include it with this application.

Professional References

Please list 3-4 people you have worked with who can attest to your on-the-job experience and performance.

Name _____ Name _____

Position _____ Position _____

Company _____ Company _____

Telephone _____ Telephone _____

Email Address _____ Email Address _____

Name _____ Name _____

Position _____ Position _____

Company _____ Company _____

Telephone _____ Telephone _____

E-mail Address _____ E-mail Address _____

Did you complete this application yourself? Yes No

If not, who did? _____

AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with RSA Electric, Inc. creates an actual or implied contract of employment. I understand that, if I accept employment with RSA Electric, Inc., it will be on an at-will basis. This means that either RSA Electric, Inc. or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing, if requested by RSA Electric, Inc. I release RSA Electric, Inc., and its employees, plus other persons or companies, from any and all liability arising out of or related in any way to such testing.

I authorize RSA Electric, Inc. to investigate information concerning my education, licensing, certifications, driving record, criminal history, employment experiences and all other aspects of my background relevant to my proposed employment. I release RSA Electric, Inc. and its employees from all liability arising from such investigation.

Signature of Applicant: _____

Date: _____

Print Name: _____

RSA Electric, Inc. is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with RSA Electric, Inc. depends solely on your qualifications.

APPLICATION SUBMISSION

Completed application can be emailed to employment@rsaelectricinc.com, or mailed to RSA Electric, Inc., 33 Powerline Road, Boyertown, PA 19512.