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Heating, Ventilation, Air Conditioning

205 Shady Grove Rd.
Nashville, TN 37214
615-391-8000
Service@ReeseAir.com - Email
www.ReeseAir.com

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

DATE _____ SOCIAL SECURITY # _____

NAME
FIRST _____ MIDDLE _____ LAST _____

ADDRESS
STREET _____ CITY _____ STATE _____ ZIP _____

PHONE # _____ Email address: _____

DATE OF BIRTH _____ DRIVERS LICENSE # _____ EXPIRATION DATE _____

EMPLOYMENT DESIRED

POSITION _____ DATE AVAILABLE FOR WORK ____/____/____ SALARY DESIRED \$ _____ PER HOUR

IF YES, ARE YOU EMPLOYED NOW? YES NO WHERE? _____

Is it ok to contact your current employer? _____

EDUCATION	NAME & LOCATION OF SCHOOL	DID YOU GRADUATE?
HIGH SCHOOL		
COLLEGE		
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL		

SPECIAL SKILLS

COMPUTER SKILLS _____

FORMER EMPLOYERS (LIST BELOW LAST THREE EMPLOYERS, STARTING WITH LAST ONE FIRST)

DATE MONTH AND YEAR FROM TO	NAME AND ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM TO				
FROM TO				
FROM TO				

REFERENCES: GIVE THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.

	NAME	ADDRESS	BUSINESS	YEARS ACQUAINTED
1				
2				
3				

IN CASE OF AN EMERGENCY NOTIFY:

NAME	ADDRESS	PHONE #
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" I CERTIFY THAT THE FACTS CONTAINED IN THE APPLICATION ARE TRUE AND CMPLETED TO THE BEST OF MY KNOWLEDGE AND UNDERSTAND THAT, IF EMPLOYED, FALSIFIED STATEMENTS ON THIS APPLICATION SHALL BE GROUNDS FOR DISMISSAL. I AUTHORIZE INVESTIGATION OF ALL STATEMENTS CONTAINED HERIN AND THE REFRENCEDS LISTED ABOVE TO GIVE YOU ANY AND ALL INFORMATION CONCERNING MY PREVIOUS EMPLOYMENT AND ANY PERTINENT INFORMATION THEY MAY HAVE, AND RELEASE ALL PARTIES FROM ALL LIABILITY FOR ANY DAMAGE THAT MAY RESULT FROM FURNISHING SAME TO YOU. I UNDERSTAND AND AGREE THAT, IF HIRED, MY EMPLOYMENT IS FOR NO DEFINITE PERIOD AND MAY, REGARDLESS OF THE DATE OF PAYMENT OF MY WAGES AND SALARY, BE TERMINATED AT ANY TIME WITHOUT PRIOR NOTICE AND WITHOUT CAUSE. I UNDERSTAND THAT IF A DRUG TEST IS ADMINISTERED AND I HAVE ILLEGAL DRUGS IN MY SYSTEM, I WILL BE AUTOMATICALLY TERMINATED. I ALSO UNDERSTAND THAT NO SIDE JOBS ARE ALLOWED UNLESS PERMISSION IS GIVED IN ADVANCE"

DATE	SIGNATURE
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DO NOT WRITE BELOW THIS LINE

INTERVIEWED BY	DATE
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REMARKS:

HIRED: <input type="checkbox"/> YES <input type="checkbox"/> NO	POSITION	DEPT.
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SALARY/WAGE	DATE REPORTING TO WORK
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Email completed form to Service@ReeseAir.com