



Employment Application

Applicant Information

Full Name: _____ Birthdate: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO

Do you have a valid driver's license? YES NO

License #: _____ State: _____

Have you ever been convicted of a felony? YES NO

How did you hear about us?: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

List any related skills/licenses: _____

References

Please list two professional references.

Full Name: _____ Phone: _____

Full Name: _____ Phone: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Consent to Motor Vehicle Check

Please note that Collins Mechanical Inc. requires that all employees whose duties require driving a company owned vehicle to submit a check of their driving record. This ensures the employee holds a valid driver's license and do not pose any risks in operating a vehicle. Both offered and continued employment are contingent upon a satisfactory driving record. Collins Mechanical Inc. intends to obtain a copy of your motor vehicle records for insurance purposes. The record will be used to evaluate your eligibility for driving a company vehicle. If offered employment, Collins Mechanical Inc. will obtain subsequent motor vehicle reports to check your driving record. Please sign and date below to acknowledge that you have reviewed this disclosure and consent to allow Collins Mechanical Inc. to obtain a copy of your motor vehicle report during the application process, along with subsequent motor vehicle record checks, should you be employed in a position which driving is required.

Printed Name of Applicant: _____ Today's Date: _____

Signature of Applicant: _____ Date of Birth: _____